

McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD

AUGUST 15, 2013

The McKinney Public Library System Advisory Board met in regular session in the Dulaney Room of the Roy and Helen Hall Library, 101 East Hunt Street, McKinney, Texas on August 15, 2013 at 5:00 p.m.

Board members Present: Jo Dell'Antonia, Kevin Magavern, Amanda Frady, Judy Gay, Marilyn Moore, Jonathan Perera, Himanshu Sharma

Absent: None

Staff present were Beth Scudder, Library Director, Amy Albrecht, Library Systems Coordinator, and Brenda Romero, Library Administrative Assistant as transcriber.

Chairman Magavern called the meeting to order at 5:00 p.m. after determining a quorum present.

CONSENT ITEMS

13-793 Minutes of the Library Advisory Board Meeting of June 20, 2013

Board members unanimously approved the motion by Board member Jo Dell'Antonia, seconded by Board member Jonathan Perera, to approve the minutes as presented.

REPORTS

13-794 Discuss John and Judy Gay Library Report

Since expanding to full hours in November 2012, the John and Judy Gay Library has continued to experience growing numbers of happy patrons visiting the library and applying for new library cards. This growth can be seen with the number of people visiting the library on a daily basis, the full capacity of the building, the increase in usage of the computer lab, and the circulation of the Library's various collections.

Check OUT numbers:

May 2013: 52,390 June 2013: 67,747 July 2013: 72,156

May 2012: 48,055 June 2012: 64,561 July 2012: 60,676

Check IN numbers for:

May 2013: 35,800 June 2013: 43,802 July 2013: 53,041
May 2012: 34,232 June 2012: 42,922 July 2012: 45,036

The staff also records a tally mark for each reference inquiry or interaction with a patron when that interaction is not a “normal” circulation function. Since moving to full hours, our team has also made an effort to staff the Information desk and patrons have enjoyed having a librarian at this desk to assist with questions, the computer lab, and reader’s advisory. The additional staff and hours have changed the level of service we are able to offer the public, making it comparable to the service offered at Hall.

Tally marks for:

May 2013: 4,518 June 2013: 8,365 July 2013: 7,941
May 2012: 3,060 June 2012: 4,854 July 2012: 2,970

Additional changes have included the creation of a “Shelf Maintenance” slot on our daily schedule. Staff scheduled in this slot spend time on the floor straightening and picking up books, usually resulting in a full cart of materials that patrons have considered. Then they return to the back staff area to empty the bookdrop and place those returned items in the check-in area. This position has been helpful to keep the library and books in a presentable state during our busy summer. In the fall, staff will resume shelf reading duties to get our collections back in order.

JJGL has a large meeting room that can be rented out to the public. This room has been consistently filled with meetings for home owners associations, non-profits, and various homeschooling groups. The Library also partners with other city departments, such as Environmental

Education and Community Outreach, which has hosted several successful programs at the library including building a rain barrel, composting, irrigation 101 and fall vegetable gardens. Martha Cavazos-Fipps, Environmental Coordinator, makes an effort during each program to talk about the resources and materials located within the library.

Staff has seen an increase in tutoring of students this summer which has put a strain on the one study room we have for public use. To adjust to this demand, the policy for the room now states that the room is for groups of two or more people. Individuals studying alone are directed to the Quiet Study area within the library. The Quiet Study room offers several tables and chairs within a "no talking zone" of the library. However, quite frequently this section is also full. It is common for all the tables and chairs in the library to be in use and several tutors now use the block tables in the Teen Zone or sit on the floor to tutor their students. The John and Judy Gay staff welcomed the new Youth Services Coordinator, Michaela Watson to our team. Michaela rotates to this location on Tuesday afternoons and Wednesday mornings to assist with our youth programming. Preschool storytime and Music and Movement are extremely popular at this location with patrons and children waiting in the parking lot for our doors to open on program days. It is common to hand out all tickets to the 10:15 programs in under 5 minutes.

Summer reading has also been a success with all staff on board to hand out logs, help with programs, help with crowd control, and of course, to hand out prizes. Our team has handed out over 2,816 logs to children. To provide the best service during busy program days, we now staff the circulation desk with three staff members and the Information Desk with two staff members. Two staff members are also located in the back checking in materials that have been returned. Even with the additional staff in place, the pace is busy and lines form. Our team has been lucky that each team member has approached this busy summer with a

positive attitude and a goal for the whole team and library to be successful. Ms. Albrecht is proud of the team here as they have stepped up to provide incredible customer service to patrons under extremely busy demands.

The library finishes the Summer Reading Program in August with two large family programs and moves into September to prepare for elections in October and November. Elections increase the number of patrons visiting the library on a daily basis and our team will be ready for the challenge. To help guide our team, Ms. Albrecht will be attending the Public Library Association Bootcamp - Results Are What Matters: Management Tools and Techniques to Improve Library Services and Programs, in August to learn about the roles of innovation, risk, and change in public library management; the impact of trends on local service priorities; the value of data-based decision-making; and the skills to effectively allocate resources. Following Ms. Albrecht's training, Steve Sexton, our circulation supervisor, will attend a three day supervisor training in mid-August. Armed with this new information and strategies, Mr. Sexton and Ms. Albrecht are up to the challenge of leading our team to provide the best service and resources to our community.

13-795 Discuss Director's Report

Next Tuesday I go with other Library Directors in Collin County to request funding from the Commissioner's Court in order to allow county patrons who live outside the McKinney city limits to use our collection for no direct individual charge. This has been a contentious issue over the past few years with a split Commission vote (two for, two against), with the County Judge breaking the tie in our favor. This year there is a new County Commissioner and we are unsure of his support.

On September 16th, I will be making a presentation to the City Council concerning the "State of the Library". Each department in the City has

been asked to prepare such a presentation throughout the year. I will share statistics, stories and will begin laying the groundwork for the necessity to expand the John and Judy Gay Library due to the demand for space and services there.

Tickets for the Read Across McKinney luncheon and the free public event are now available at www.readacrossmckinney.org Requests for tickets to the free event are coming in daily now that the waterbill insert is hitting homes in McKinney. There is also publicity in the Parks and Recreation guide, McKinney Living, and the Stonebridge HOA publication. Since we announced the Read Across McKinney selection in late April, all formats of The Language of Flowers have checked out 328 times.

Board Members unanimously approved the motion by board member Judy Gay, seconded by board member Marilyn Moore, to adjourn at 5:19 p.m.

KEVIN MAGAVERN

Chair

