

## **McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD**

**MAY 18, 2017**

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 May 18, 2017 at 5:00 p.m.

Board members Present: Coretta Lule, Joann Pond, Amanda Hamilton, Cheryl Darveaux, Lauren Smith-Carter

Absent: Peter Samsury, Joseph Closs

The meeting was called to order at 5:00 p.m. after determining a quorum was present.

There were 10 guests present.

**17-517** Minutes of the Library Advisory Board Meeting of April 20, 2017

Board members unanimously approved the motion by Board member Darveaux, seconded by Board member Lule, to approve the Minutes of the Library Advisory Board Meeting of April 20, 2017.

**17-518** Vice Chairman Pond called for the Youth Services Report. Interim Youth Services Manager Gary Landeck, presented the Youth Services Report: I assumed the role of interim Youth Service Manager on April 10, and one of my first priorities was to bring stability to the department. We've made refinements to the schedule to minimize confusion about where staff should be at any given time, and to provide clarity to the whole staff about Youth Services day-to-day responsibilities. Details for the Summer Reading Program schedule and special events had largely been settled by the time I began as interim, and the extent to which the Youth Services staff worked out so many details on their own has been impressive. I've found the Youth Services team to be a dedicated and resourceful group of individuals. Librarian Abby Stapp has been busy visiting area elementary schools and working with teachers to increase student awareness of library services, and to promote the upcoming

Summer Reading Program. Library Technicians Meredith Tillett, Kaci Froman, and Sarah Campagna have or will be involved in outreach efforts during May. I represented the library at the YMCA Healthy Kids Day on April 29, where I discussed possible partnerships with the YMCA and other community organizations, in addition to talking to community members about the library and Summer Reading Program. The library is in the early stages of planning a community event with the Hispanic Chamber of Commerce on September 16 for Hispanic Heritage Month. The event will take place at the John and Judy Gay Library, and our intention is to attract 1,000 attendees. I'm delighted to know so many organizations are willing and want to partner on projects that have reciprocal benefits, and that will create new offerings for the community. The Youth Services team has begun to finalize details for the fall programming schedule. Librarians Abby Stapp and Laura Compton have played a key role in reevaluating our existing programs and offering ideas to improve them. We're also making final decisions about which new programs and special events we'll offer in the fall (Spencer, Lisa, Helen, and I made an initial evaluation of over 60 program ideas on May 2). Remaining details and logistics for the Summer Reading Program will be finalized no later than May 20. We're looking forward to an exciting and busy summer! We have the Teen Advisory Board here with us today as well. They are wanting to address the Board to consider changing the minimum age for volunteers from 15 years of age to 13. The Board members agreed to make a recommendation to change the minimum age limit for volunteers from 15 years of age to 13 years of age.

**17-519** Vice Chairman Pond called for the Director's Report. Library Director Spencer Smith, presented the Director's Report: We have a few on-going projects. I spent most of the day touring other libraries to look at architectural features that other libraries have. John and Judy Gay Expansion – An architect has been selected - Hidell Associates. \$7mm

construction budget (\$9.5mm total). I've talked to Quint about making sure we have some sort of interface for people to access development services info in an easy and interesting way. We have had a kickoff meeting and regular meetings are scheduled. Our anticipated completion timeline is December 2018. We have anticipated asking for an increase in staff in the FY 19 budget. Summer Reading - This is our busiest time of the year by far and we are fully scheduled and ready to go. Hall minor renovations - We will soon be replacing the large checkout desk at Hall with two smaller custom made desks. The cost for this is covered by the donations fund and construction/tear down should take place at the end of the month. Library Outreach Vehicle - We are working with purchasing to finalize the details to go out for bid on the customization. This is an estimated cost of \$55-\$60k and the Library Donations fund will cover this. Next year's budget requests - We asked for a change in the fee structure to eliminate late fines and fees and library card replacement fees from the fee schedule. This is an anticipated reduction in revenue of \$35,000. There were no other requests this year. Long Range Plan – The library is developing a long range five year plan internally. IT Projects - The City's IT department has worked on a project that will increase public internet bandwidth availability by 6 times- from 50x5 mbps to 300x20. John and Judy Gay Library staff is working with IT to get a mobile work phone to provide better customer service by eliminating the majority of times callers are sent to voicemail. Fall Programs – The Youth Department has proposed a slate of continuing and new programming for the fall- including an expansion of Teen Programs at John and Judy Gay Library. Public Services has proposed an increase of adult programming, including an expansion of the Veterans' Day program and the addition of an 80's cult classic movies series.

Board members unanimously approved the motion by Board member Lule, seconded by Board member Hamilton, to adjourn. Vice Chairman Pond adjourned the meeting at 5:32 p.m.

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JOANN POND  
Vice Chairman