

McKinney Public Library System

MINUTES

LIBRARY ADVISORY BOARD MEETING

August 19, 2010

The MPLS Advisory Board met in regular session, in the Dulaney Room of the Roy and Helen Hall Memorial Library, on August 19, 2010. Board Members present were: Dr. Tim Shannon, Shannon Burton, Kevin Magavern, David Patterson, and Andrew Hudson. Members not present: Kathryn Waite and Jo Dell'Antonia. City Council Liaison Geralyn Kever was also in attendance. Special Guest: Lisa Bailey, the Manager of the John and Judy Gay Library. Also attending were Beth Scudder, Library Director, and Regina Johnson, Library Administrative Assistant as transcriber.

Dr. Tim Shannon called the meeting to order at 5:00 p.m.

APPROVAL OF MINUTES

David Patterson moved that the July 17, 2010 minutes be approved as presented and Andrew Hudson seconded the motion. Motion carried and approved.

7-10

JOHN AND JUDY GAY LIBRARY REPORT

Beth opened by introducing Lisa Bailey, Manager of the John and Judy Gay Library, to the Board and Lisa shared highlights from this month's Public Services report:

The John and Judy Gay Library's soft opening was on December 1, 2009. Prior to this date, all of the McKinney Public Library system staff participated in ordering material, opening boxes of books, DVD's and audio-books, preparing them for our shelves, and getting them onto the shelves in the correct order. Staff who would be housed at the John and Judy Gay Library figured out where supplies would be kept, stocked desks, learned how to use the audiovisual equipment in the meeting room, and diagrammed the workflow of the new building.

Since the first day we opened, we have encouraged patrons to complete feedback forms. We asked for information "about your visit" and received many responses similar to these:

- "We love the convenient location and size of the library."
- "Staff very friendly"
- "The comfortable feel of the staff is so easy for the Little Ones."
- "I love the Hold shelf I can access myself, see what is waiting for me and decide if I need all of them."
- "We love the experiences we are having at our new library. Courteous staff and beautiful environment."

We also asked the patron to "tell us how we can improve your next visit". Representative responses were:

- "Why have this beautiful facility if it can not have the same operating hours as the downtown library?"
- "Please have story time at the Gay Library"
- "It was noisy by the checkout desk. Loud talking (even librarians)"
- "Waive overdue fees – similar to Frisco Library"
- "Have Kindle to be checked out with the downloadable books."

We have tried to be responsive to the suggestions. This fall, we will offer Family Storytime on Thursday mornings, thanks to the Youth Services staff at RHHML, who will alternate appearances at JJGL.

We are thrilled to have the drive-through bookdrop, though it has presented its share of problems. With just a few items in the bin, items would back up in the chute, which would then become jammed. After a number of experiments, the bookdrop bin company sent us looser springs for the bins, and this seems to have solved the jamming problem. The bins do fill up when we are closed, and staff who drive by the library on those days drop in to trade an empty bin for a full bin.

Our numbers tell part of our story. We started out with eight staff members, and thanks to some restructuring of the system, our storefront staff now includes ten staff members. Between our

opening in December and the end of June, we have had 268,856 checkouts, and checked in 196,449 items. We added 5,218 new library patrons. This summer, Tuesday and Wednesday have been our busiest days, as illustrated by the chart below. This summer when we would open the doors at noon on Tuesdays, families would flood into the building. Our busiest Tuesday was the 20th of July when we checked out 3,439 items, and checked in 3,248. Why Tuesdays? After being closed Sunday, Monday, and Tuesday morning, our public is champing at the bit to spend time with us and refresh their library holdings! Once school starts again in August, our Saturdays will again increase in business.

Day of the Week May 1 – July 31	Checkouts	Checkins
Sunday (courier)	1,846	666
Monday (courier)	3,982	3,938
Tuesday	39,198	34,515
Wednesday	28,092	19,531
Thursday	21,730	16,974
Friday	21,860	16,136
Saturday	25,315	17,753

After the report, Lisa fielded questions from the board regarding: the availability of the meeting rooms for public use, the progress of the grass having taken root after the last reseeding, and strategies for responding to patrons that are seeking a quiet experience at the library.

SYSTEM REPORT

The book return at the Roy and Helen Hall location has been relocated and is now located on Kentucky street. Several City departments worked well together, including the Streets department striping the street, to make this happen. It’s now safer for our employees to check the bins and has been working well for everyone.

As of July we only have 125,000 more checkouts to break the One Million mark.

Beth was pleased to report that August’s City Council budget meeting did not produce any additional cuts for the Library System. Geralyn complimented the City departments for having come together as a team to help prepare next year’s budget.

Beth represented Collin County libraries before the Commissioners Court on the 16th, where for the 2nd year in a row we asked that they maintain the 2008 rate. We expect a positive outcome.

We’ve been meeting with the internal Auditor to discuss uncollected debt. On July 31st we showed \$597,000 of outstanding debt, ½ or more of that was 3 years old. In 2008, we changed electronic systems and some of the information regarding what the fees are actually for was lost. The newer fees will be researched and we’ll be strategizing as to what the City can do to begin collecting.

ANNOUNCEMENTS

Our September board meeting will be Dr. Tim Shannon’s and Kathryn Waite’s last meeting with us. We are grateful for their dedicated service over the years. Coming on board in October will be Brandi Hart and Judy Gay. Andrew Hudson and David Patterson have both been re-appointed.

Monday September 6, 2010 Library closed for Labor Day holiday
Thursday September 16, 2010 Library Advisory Board meeting

ADJOURNMENT

There being no further business relating to the agenda, Kevin Magavern moved and Andrew Hudson seconded the motion to adjourn at 5:45 p.m.

Dr. Tim Shannon, Chair