

McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD

JUNE 15, 2017

The McKinney Public Library System Advisory Board met in regular session in the Meeting Room of the John and Judy Gay Library, 6861 W. Eldorado Parkway, McKinney, Texas on June 15, 2017 at 5:00 p.m.

Board members Present: Joann Pond, Amanda Hamilton, Peter Samsury, Cheryl Darveaux, Lauren Smith-Carter.

Absent: Coretta Lule, Joseph Closs.

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

There was one guest present.

17-602 Minutes of the Library Advisory Board Meeting of May 18, 2017. Board members unanimously approved the motion by Board member Darveaux, seconded by Board member Smith-Carter, to approve the minutes of the Library Advisory Board Meeting of May 18, 2017.

17-603 Chairman Samsury called for the Tech Services Report. Librarian Mike Smith, presented the Tech Services Report: The Technology Librarian's duties include oversight of the library's websites (public website, City intranet page for the library department, and Wiki website for library policies and procedures). Duties also include assistance with evaluating and implementing digital resources (such as ReferenceUSA, NoveList, or Atomic Training) as well as helping the public with eContent (eBooks, eAudiobooks, eMagazines). Responsibilities at the John & Judy Gay Library include reference and circulation assistance to the public, ordering of reference and adult nonfiction materials for both libraries, and supervision of three part-time shelvers. Recent Website Projects - A Summer Reading Program web page was developed with all relevant information for the public in one place; this information is also linked from the Children's and Teen pages. Web pages for the 2017 Read Across McKinney selection sponsored by the Friends (The Book That Matters

Most by Ann B. Hood) was developed. Policies and procedure changes on the library's Wiki, especially for useful Koha information as we move forward with our Koha ILS and learn more about upgrades, reports, and customization were updated/added. The Library will be able to customize its website for a somewhat different look and functionality, though it will still be recognizably part of the City's website. As we move forward with this project, suggestions of examples of other libraries' successful websites are welcome. eContent - Though all staff are encouraged to help with patron eBook/eAudiobook/eMagazine questions, the Technology Librarian can provide more in-depth assistance to the public via email, phone, or in person. We've noted over the past few years that patron questions are becoming more geared to using the library's eContent as opposed to "How do I use my device?" Thus patrons seem to be mastering their tablets and smartphones and less basic help is needed. Recorded Books - parent company of OneClickDigital eAudiobooks and Zinio eMagazines, is merging those two platforms into a new one called Rbdigital. The vendor's target date for the platform merge is June 27. Library staff have previewed the new app and the prototype RBdigital website; the two are designed to look and function similarly, and staff have been impressed with the improvements and ease of use. The OneClickdigital app will be upgraded to the new Rbdigital app; users of the Zinio app will get a notice that they can download the new app. The new consortium among area libraries for sharing cloudLibrary eBooks and eAudiobooks: CloudLink (cloudLibrary shared collections) is moving forward (contract is going through [City] Document Control), and the target date for going live is mid-June. Several libraries have joined CloudLink. This will substantially increase the number of eBooks and eAudiobooks our patrons can access through cloudLibrary, as anything owned by other CloudLink libraries not currently checked out will show as available to our patrons. Shelves at John & Judy Gay

Library - Lauren Dehdari, our excellent shelver who also happens to be in library school, will be leaving June 26 and we've started the process for filling this position as quickly as possible, given the high summer demand for library materials and the resulting shelving workload. A recent enhancement to the shelving procedure has the JJGL check-in staff keeping the sorting carts in order immediately after checking materials in, instead of leaving unorganized carts that shelvers or other staff must sort before wheeling out to the stacks. Thus we can concentrate forty-five hours a week of shelver time (each of the three working fifteen hours a week) on actual shelving, as opposed to first sorting and then shelving. The downside is that this takes more time for the check-in staff, and to this end we've shortened the check-in process by not mandating deep inspection of returned books, though true damage still gets sent to Steve Sexton, our Circulation Supervisor, for later patron contact. In addition, we plan to pull phone answering duties from the check-in staff by obtaining a cell or wireless phone which we can assign to other staff. We are working with City IT on this project.

17-604 Chairman Samsury called for the Director's Report. Library Director Spencer Smith, presented the Director's Report: Before I discuss the Director's report I would like to mention that our busiest month at John and Judy Gay, in its history, was last June where we checked out 105,000 items in circulation and so far for the first half of this month of June we are on pace of 110,000. The one thing that is down significantly is our attendance per Adult program. One of the reasons for this is due to our ESL classes being very sparse. Our attendance per Children's program is down. Part of this is due to last May we presented our Perot Truck and this year it was in June. So we had a huge May boost and we thought we could replicate it, but we did not. Our PC hours per use was not on target. We had a lot of hours of usage, but it was down from what we anticipated. A basic breakdown of computer usage is Hall Library has

more users and they utilize the longer per session option. Each session averages a little over 65 minutes. At John and Judy Gay Library the average computer use is 38 minutes per session. We do have more computers available at Hall than we do at John and Judy Gay. Patrons bring in their wireless devices, but we do not have the option to track wireless usage at this time. This Fiscal Year our Teen programs are actually surpassing our Adult program usage. We are still tweaking our Youth services programs. At the last Board meeting we introduced Gary Landeck as the Interim Youth Manager. Some of the dip in Youth Programs should be rectified under his leadership. Our turnover rate was higher than we thought which makes sense since we surpassed overall circulation compared to what last year was and items are continuing to checkout.

Board members unanimously approved the motion by Board member Pond, seconded by Board member Darveaux to adjourn. Chairman Samsury adjourned the meeting at 5:29 p.m.

PETER SAMSURY
Chairman