

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

**JANUARY 21, 2016**

The McKinney Public Library System Advisory Board met in regular session in the conference room of the John and Judy Gay Library, 6861 W. Eldorado Parkway McKinney, Texas on January 21, 2016 to 5 p.m.

Board Members Present: Jonathan Perera, Joann Pond, Amanda Hamilton, Peter Samsury

Absent: Coretta Lule, Janet Farr

Staff Members Present: Lisa Bailey, John and Judy Gay Library Manager, Spencer Smith, Director of Libraries, and Brenda Romero, Library Administrative Assistant, as transcriber.

**16-038** Minutes of the Library Advisory Board Meeting of November 19, 2015

Board members unanimously approved the motion by Board member Joann Pond, seconded by Board member Peter Samsury, to approve the minutes as presented.

**16-039** Discuss John and Judy Gay Library Public Services Report

Several JJGL staff members were promoted within the last year. Helen Talley, Librarian I, was promoted to Public Services Coordinator at Hall. Adrienne Dagley and Kellie Stephens were promoted from shelver to part-time library assistant and Tamara Biggio joined the JJGL public services staff after several years in the youth services department.

John Hummel, the former cataloger at Hall, was promoted to a Librarian I at JJGL. Lisa Bailey returned to JJGL as the John and Judy Gay Library Manager in August, after a three year period at the Hall Library. In addition several JJGL volunteers were hired at JJGL; Alexis Vandercook as a shelver, and Samantha Morales as a library assistant at Hall.

The weekly appearances from Hall staff at JJGL have been very beneficial. Mike Smith, Stephanie Harrison, Kaci Froman, and Ann Gustafson work one day each week at JJGL, assisting with technical services tasks and staffing the public desks. The youth services team

members also spend time at JJGL for programming, planning, and helping with the after-school crowds.

In 2015, the emphasis at JJGL was on adding tables and chairs wherever space could be found to serve the many after-school study sessions, and patrons seeking computer space. We have added additional power outlets to the majority of these locations. The meeting room is also made available for tutors after school if the room is not already in use.

This year we are rearranging collections and adding display's to improve access to our holdings. We are currently working on creating additional shelf space for our easy readers and juvenile fiction. As these collections are among those with the highest circulation the youth services librarians are ordering new books to expand these collections. We have not yet split our adult and juvenile nonfiction or separated out our nonfiction DVD's as Hall has, but that is planned for later this winter.

JJGL continues to be a popular voting site, the second busiest in the county. Early voting and Election Day voting was held here in October and November. In February and March the 2016 primary elections will be held here. The AARP tax volunteers will be at JJGL for the first time this year, assisting people with their tax returns on Mondays from February through April 18.

The youth services department offers programs for babies through teens, with programming at JJGL on most days of the week. Adult programming will be picking up at JJGL; we will now be holding the level 4 ESL class (formerly offered at Hall) in the JJGL Conference Room two nights a week. The Friends of the Library will also be presenting several book review programs this spring at JJGL.

Accounting for 58% of the total items checked out in 2014-15, and adding 65% of the system's new patrons JJGL continues to carry the majority share of circulation.

The staff at JJGL is learning to take their public service beyond the service desks and into the stacks. This roving reference reaches people who may not approach the service desk for help. In addition to assisting patrons with locating material or using the computer equipment, staff is encouraged to introduce patrons to some of our new digital offerings. We have doubled staff at the Information Desk during the busy after school hours, utilizing youth services staff during these hours. Our public Internet computers are due to be replaced in a matter of weeks with a newer Windows version and we anticipate the need for additional staff assistance when the new computers come online.

Library staff received their new computers last week. In order to help the public with the new Windows version and databases, JJGL has allocated time for staff to become familiar with the new programs the library system now offers. We have some staff members who are already well acquainted with the software and who will be good resources for others.

**16-040** Discuss Director's Report

Spencer Smith, Director of Libraries, presented the board with the current fiscal year holiday schedule including the two planned staff in-service days. The Board also reviewed changes Spencer made to the study room and room rental policies. These changes were made based on surveying other libraries. The major change to the policy states that any event or consultation held at the library cannot endorse the library by any form of communication or marketing this including the library address and phone number. Accommodating tutors will still continue; this is highly needed at JJGL since it only has one study room and many tutors who use the library.

January's monthly stats are up from last year's with a significant increase in the number of audiobook check outs. We look forward to having AARP at both libraries this year offering tax assistance. We have noticed an increase in donations, and currently work with two companies who take books we cannot add to our collection. Texas Book Consignment and Better World Books sells our donations and provides use with partial profit. Better World Books also donates books they cannot sell to third world countries in need of them.

We will be fully promoting the use of our new online program, Ticketleap, to register for library programming. All Summer Reading Programs and future library programs will require online registration. We are working with communications to help us highlight all the new offerings we now have. Communications will also assist in designing a library card for children apart from the one card we current offer all patrons. The Youth Services Coordinator position has been posted; please let anyone know who may be interested. This summer will be eventful with an increase in youth services programming, Summer Reading, and the use of Ticketleap; our goal is to provide a variety of programs and still maintain our usual high quality.

The Friends of the Library will be having their annual meeting at the Hall Library on February 22. They are planning a Read Across McKinney Event. They have just about finished reviewing five to seven and will mutually agree on the final choice. The Friends of the Library have also sponsored a number of adult programs during the summer months at both Hall and JJGL. Our new Public Services Coordinator, Helen Talley, is working on implementing future adult programming, and we have revitalized some of the current children's program in addition to adding more. A reminder; Irving Public Library will be hosting a presentation entitled, The Future of Libraries, which you are all welcome to attend. Lisa Huang has resigned from the board as of

February 2. We will work the City to find a replacement. The next Board meeting will be held on Thursday, February 18, 2016.

Board members unanimously approved the motion by Board member Peter Samsury, seconded by Board member Joann Pond, to adjourn at 5:41 p.m.

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JONATHAN PERERA  
Chair

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