# MINUTES OF THE MEETING OF THE NICHOLSON MEMORIAL LIBRARY ADVISORY BOARD **September 13, 2010**

The Library Advisory Board met on Monday, September 13, 2010 at 6:00 p.m., at the Central Branch Library, with the following in attendance.

Members Present: **Grace Smart** Chairman

> Vice Chairman **Nelson Prater Board Member** Mike McCorstin **Board Member** Jerry Redden **Board Member** Julius Irozuru **Board Member** Bettye Haynes

Members Absent: **Board Member** Robert Brandon, Jr.

Staff Present: Director Claire Bausch

> Assistant Director Dan Cunningham Support Staff Gail Brigham-Payne

CALL TO ORDER Vice Chairman Nelson Prater called the meeting to

order at 6:05 p.m.

**READING &** Bettye Haynes moved and Mike McCorstin APPROVAL OF

seconded a motion to approve the August 9, 2010

Minutes. Motion carried unanimously.

Chairman Grace Smart assumed control of the

meeting at this point.

APPROVE VOTER REGISTRATION

**PREVIOUS MINUTES** 

ASSISTANCE POLICY

Director Bausch explained the need to approve a revised policy, due to extensive changes. Mike

McCorstin moved and Nelson Prater seconded a motion to approve the Voter Registration Assistance Policy.

Motion carried unanimously.

**ELECTION OF OFFICERS** 

The Board held its annual Election of Officers with the

following results:

Bettye Haynes was nominated for Chairman by Nelson

Prater. Julius Irozuru moved and Jerry Redden seconded the motion. Motion carried unanimously.

Newly elected Chairman Bettye Haynes assumed

control of the meeting at this point.

Mike McCorstin was nominated for Vice Chairman by

Nelson Prater. Grace Smart moved and Julius Irozuru seconded the motion. Motion carried unanimously.

Bettye Haynes requested the Board consider allowing her to continue her NETLS Lay Representative function until after an important Advisory Council Retreat on September 24. Julius Irozuru moved and Grace Smart seconded a motion to delay appointment of NETLS Lay Representative and Alternate NETLS Lay Representative. Motion carried unanimously.

## OPERATING BUDGET FY 2010-2011

Director Bausch informed Board that the Central Library's request for funding of 10 PCs for the new Communications Technical Center was approved by City Council on September 7, as part of the City budget for the upcoming year. The approved budget also established a Library Technology Fund with \$75,000 in seed money.

### INTEGRATED LIBRARY SYSTEM REPORT

Library staff members continue to work with representatives from SirsiDynix, Inc. to configuring Symphony. It is expected to take a number of months.

# CENTRAL LIBRARY RENOVATION SCHEDULE

Asst. Director Cunningham spoke about the bid process for renovation of the main floor of the Central Library. Construction should start in November 2010 or December 2010, with completion expected in early summer 2011.

# UPCOMING EVENTS FOR BOARD MEMBER PARTICIPATION

Director Bausch discussed Preliminary CIP calendar dates and upcoming Library and Friends of the Library events.

#### STAFF REPORTS

# A. Facilities and Technology Systems

The South Garland Branch Library has been experiencing cooling problems with the 100+ degree temperature over the last several weeks.

The Central Library's blue landscape furniture has been vandalized and painted with graffiti. Staff members were able to remove most of it.

The North Garland Branch kiosk sign has been upgraded, but will not be operational until additional power is run to it.

A Memorandum of Understanding was signed between the Library and the City's IT Department which now maintains all Library computers, servers and the network.

### B. Staff

There are eight vacant positions posted at this time.

A reorganization of part-time cataloging positions into a full-time Cataloger Librarian position will be effective October 1. The Library's only full-time Cataloger position was eliminated in 2004, while the addition of downloadable E-Books and movies since 2004 has increased 78%, and expected to increase in the future. These digital titles must be cataloged locally.

The Northeast Texas Library System (NETLS) System received approval for creating a technology position to handle functions previously carried out by a contractor.

### C. Programs & Services

For the fourth year in a row, students from Walnut Glen Academy won the Nicholson Cup for the Nicholson Memorial Library Summer Reading Program. Out of all GISD Elementary Schools they had the largest percentage of students participate in the Summer Reading Program, with 42% of the entire student body reading. Making the award on behalf of the City libraries was Mayor Ron E. Jones. Also speaking was State Representative Angie Chen Button.

### D. Friends of the Library

The Fall Book Sale and Annual Membership Meeting will be September 23, with a public sale following on September 24 and 25.

# DISCUSS FUTURE AGENDA ITEMS

Future discussions and/or agenda items are as follows:

- Election of NETLS Lay & NETLS Alternate Lay Representatives
- Board Member recognition
- Privatizing Libraries

ADJOURN	Mike McCorstin, seconded by Julius Irozuru, made a motion to adjourn the meeting at 7:45 p.m. Motion carried.
	Bettye Haynes, Chairman
	Claire Bausch, Director of Libraries
	Dete
	Date