

## LIBRARY BOARD MEETING

JANUARY 14, 2016

The Library Board met on January 14, 2016 with members Sharon Cloud, Michelle Earley, Tim Ramey and Melanie Todd present. Joyce Dalley, City Council Liaison; Pat Watson, Friends of the Library representative; Michelle Morgan, Downtown Association Representative; and Chris Whittaker, City Manager, were all welcome guests.

The meeting was called to order by Chairman Sharon Cloud. The Chairman handed out minutes of the last meeting for review. Minutes were approved as read. She also distributed copies of the agenda, suggested ordinances and bylaws for review and discussion.

### Library Items

1. Under Library Ordinances: the proposed changes to Ordinances now in place were outlined and discussed. It was evident that Members of the committee had been hard at work to revise and update the existing ordinances. The City Manager suggested that the proposed ordinances be read before the City Council at the City Council meeting in February, with the changes being highlighted. After the last revision has been made, the ordinances will be formally presented to the Council in March.
2. Under Library Board By-Laws: minor changes to the existing by-laws relating to the resignation/ appointment of board members and the addition of City Manager to Section 4. were suggested. Following a general discussion of the changes, the City Manager advised that the City Council should have final approval of any resignation. Further recommendations were made and subject was tabled until the next meeting.
3. Under Library Report:  
The Librarian reviewed the following upcoming events and possible methods for promoting the use of the library by the community:
  - a). Story Time. It was suggested that the library work in sync with local organizations such as Master Gardening Club, etc. for volunteers to speak on subjects relating to their organization; interests, books, etc. The Librarian mentioned J. Griffis Smith with "On the Road with Texas Highways"; and Doug Dukes, author and retired Lt. with Austin Police Department as possible speakers.
  - b) Survey. It was further suggested that the library, library board and representatives compose a survey to be distributed to the public for input as to the expectations, needs, hours, etc. regarding the library and the community. Several of the proposed items to include in the survey were: what kinds of books would the public prefer to read; appropriate hours to be open; etc. Proposed methods of distribution of the surveys: use of social media i.e. twitter, face book.; obtaining distribution lists from various organizations for assistance in both receiving and distributing surveys; and having a local event to promote library and distribute surveys at that time.

The City Manager mentioned that the door counters had been effective in the past year to give officials an idea of how many people are utilizing the library at this time. He said reviewing

changes periodically in demographics and technology to decide if library is progressive would also be helpful.

Everyone agreed that the primary goal of the library and its employees, volunteers, etc. is to offer the public a wealth of social, intellectual and educational tools enhanced by good customer service and friendly environment. He also stressed that he believes that the library is headed in the right direction and commended the library staff on a job well done.

Other items discussed:

1. Possibly implementing a "Welcome Wagon" program, which would include information about the library;
2. Having a "koffee klatch" on the 1<sup>st</sup> Friday of every month offering coffee and donuts.
  - a. Take pictures of guests reading books, visiting, drinking coffee for advertising.
  - b. Offer an environment similar to Barnes & Nobles.
  - c. Find Waldo trivia game using the art in the library to entertain young guests.
3. Possibly hosting wine & cheese mixer in the evenings.
  - d. Inviting Marek's Wine to present program.

The next meeting date will be April 7<sup>th</sup> at 6:00. Several of the topics mentioned above will be re-visited at that time.

There being no further business, the Chairman adjourned the meeting.

Respectfully submitted,

Michelle Earley

Library Board Secretary