Carrollton Public Library Advisory Board Meeting Minutes for Monday, May 5, 2014

Attending: Connie Stewart, Chair

Dan Huehn Peggy Bradley Lynne Hines Willadean Martin

Absent: Carol Gathings

Tina Hager, Secretary

Donna Manchester, Vice-Chair

Staff: Sue Haas, Library Director

Lynette Jones, Branch Manager, Hebron & Josey Library Terri Allison, Branch Manager, Josey Ranch Lake Library

<u>Council Liaison:</u> Anthony Wilder (absent)

Visitors: none

MEETING MINUTES

Approval of Minutes

Connie Stewart, Chairperson, called the meeting to order at 6:40 p.m. She asked if there were any corrections to the January 6, 2014 minutes. There were no changes. Peggy Bradley made the motion to approve the minutes and Lynne Hines seconded the motion.

Change in Board Membership

Sue Haas reported that Lauren Scharrer had emailed her that afternoon, informing Sue that she has moved out of Carrollton and has resigned as a member of the Library Board.

Technology Update

❖ ILS (Integrated Library System)

Sue reported that a team of Library and IT staff were reviewing three ILS systems to upgrade the current twelve year old ILS Innovative Interfaces Millennium. The library team reviewed three companies over the last few months. The three under consideration are: the current vendor, Innovative Interfaces, Inc.; Polaris, which was recently acquired by Innovative Interfaces, Inc.; and the third company being considered, is Sirsi Dynix. The team is still considering all options as they determine how to move forward. Features being considered beyond basic services are: an e-commerce capability so customers can pay fines online, a discovery service in which the catalog and all databases are searched simultaneously, a collection analysis capability, which provides information

Carrollton Public Library Advisory Board May 5, 2014- Meeting Minutes on usage of the collection for the Acquisitions Librarian and Librarian selectors, and a room reservation system which will make the booking of study rooms more efficient. The team has determined that the selected ILS needs to support our many customized webpages.

❖ iPads and the Kids' Image

Sue reported that the iPads in the Kids' Place at each library had recently received a kid-friendly computer image. The Library management team felt the new image brought the iPads into line with the library's internet policy. Our web specialist removed the browser Safari and adult apps. The ipads now just feature kids' apps and they are easier to find and select. The walk-up iPads in Kids Place are also accompanied by the brief policy on use. Staff has not received any questions or concerns since the implementation of the new image. They have noticed fewer adults using the iPads in the Kids' Place. It is reported also, that parents check out an iPad and sit next to their child that is using an iPad in the Kids Place.

❖ New Materials

Sue reported that the library recently acquired downloadable audio books, called *Acoustiks* as part of Baker and Taylor's Axis 360. The library also recently added new titles to its collection of digital audio books called *Playaways*. The entire book is already loaded on the durable Playaway unit, which is about half the size of a deck of cards and made of droppable plastic. Customers plug in their own ear buds, add an AAA battery and press PLAY. Terri brought some samples of Playaways to the meeting.

Information Sharing and Update

* CIPAC

Connie Stewart reported on CIPAC activity. Things have settled down since the bond election. CIPAC member Rick Pfiel is currently running for city council. CIPAC is meeting on an as-needed basis.

Remodel of Hebron and Josey Library

Sue and Branch Manager, Lynette Jones reported on the status of the Hebron & Josey Library's redevelopment of the former Parks and Recreation Administration's office space. Andrew Combs, Capital Improvements Manager, is helping library staff with the project design process and plans. Architect, Maureen Arndt of 720 Design, was selected. She has submitted several ideas and designs, but the design has not been finalized. The plan calls for 4-person study rooms and 1-2 larger rooms for 6-12 people.

Summer Reading Club

Terri presented information about the upcoming Summer Reading Club, including a handout of scheduled activities. This year's theme is *Fizz, Boom, Read!* @ *the Library* with an emphasis on reading and science. Youth Services staff has scheduled several science-themed programs, including the Lego Rocket science kick-off. These activities are supported by the Friends of the Library. The Friends also provide paperback Scholastic books as prizes to participants who complete their reading logs.

❖ National Library Week

Lynette shared the library's Facebook posts during National Library Week. She gave everyone a handout of each post with the results of the number people who viewed each post and the number of Likes each post received. The most popular was Tuesday's, a post about the importance of library staff.

A Parenting Collection

Lynette presented information about the new Parenting Collection soon to be established in each library. Rachel Young, Youth Services Library, is pulling together books and DVDs for adults and children on topics of interest to parents and on sensitive topics that parents can read and share with their children for better understanding. The Library is awaiting news as to whether a federal grant written by Lynette will be funded to further enhance these collections.

***** Homeschool Round-Up

Terri presented information about the Homeschool Round-Up. Former Library Board member, Cindy Walsworth, and Youth Services Supervisor Kelly Burns organized the event to inform homeschooling parents about library services. The event was attended by 53 adults and children.

Announcements

***** Friends of the Library Booksale

Sue announced that the Friends will host their bi-annual booksale, May 23-24 at Josey Ranch Lake Library.

***** TLA Report

Sue gave a brief report of the Texas Library Association conference in San Antonio. She and acquisitions librarian Kathy Burbidge spoke with several digital materials vendors at the exhibits. Corinne Hill, director of Chattanooga (TN) Public Library and formerly of Dallas Public Library was one of the speakers. Ms. Hill's advice to libraries everywhere was to try different technologies; what sticks (or is used) stays, what doesn't stick (or is not used) goes away. Chattanooga offers 1 gigabyte of bandwidth to every resident.

❖ 3M Self-Check Units

Sue reported that the library planned to submit a request to fund an upgrade to the self-check machines technology. Several of the units are currently running Windows XP and need a newer operating system. A scanner on one of the units at H & J Library is also being piloted. It can read a customer's library card barcode on their cell phone.

A question was raised about meetings during the summer. The next meeting is scheduled for 6:30 p.m., Monday, July 7, 2014, at Hebron and Josey Library.

Adjourn: There being no further business the meeting adjourned at 7:40 p.m. Minutes respectfully submitted by:	
Sue Haas, Library Director	Connie Stewart, Chairperson
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