**The Library Board - Kyle Public Library**

**Minutes of the Meeting Held on March 10, 2016**

The regularly scheduled meeting of the City of Kyle Public Library Board was held on Thursday, March 10, 2016, in the Director’s Office at the Library, 550 Scott Street, Kyle, Texas.

**All Board Members were present:**

Anita Perez, Chairperson Elizabeth Corey

C. Matthew Bonhamgregory Esperanza Orosco

Lourdes Cervantes Kathy Ryan

**Library representative:**

Paul Phelan, Director

**Guests:**

Juanita Parsons

Diane Hervol, Kyle City Council Member

**The meeting was called to order by Anita Perez.**

**Public Hearing**

Ms. Parsons indicated that the Library is a beautiful facility. She also noted that she missed the yoga classes that were held at the Library, and hoped that they could resume in the future.

**Consent Item**

1. Approve minutes of February 11, 2016 meeting
* It was determined that the description of communication and outreach ideas should be moved from the Friends of the Library section to the Library website item. Kathy moved to approve the minutes, Lourdes seconded the motion, and the minutes were approved unanimously, pending this revision.

**New Business**

* + - 1. Board member vacancy
* The Board agreed that we should reach out to the Kyle Rotary for recommendations for a new Board member; Elizabeth will take care of this.
* Paul will provide the Board with the applications that have been submitted to date.
* Applications are due by the next Board meeting, April 14.
1. Discussion of naming the Library Pavilion
* The Kyle City Manager and other City officials recommend naming the Library Pavilion after Pulitzer Prize winning author Katherine Anne Porter, who once lived in Kyle.
* Board members expressed a preference to honor Kyle residents who have made significant contributions to the community, such as an individual who has been instrumental in the establishment or the development of the Library.
* Board members made suggestions to the Director on alternative locations if needed.
* Board members also noted that naming the Library Pavilion after the author could result in confusion for residents or visitors since her former home on Center Street is called The Katherine Anne Porter Literary Center.
* Paul indicated that he would provide the Board’s comments to the City Manager.
1. Lehman High School Partnership
	* Paul met with the principal at Lehman twice; they are working on creating a partnership plan.
	* This plan will support our goal of making the Library accessible to all residents, and could be the beginning of a series of partnerships with area schools.
	* The details are yet to be worked out, but we expect to be able to offer Library services at the high school for at least six weeks during the summer.
	* The schedule will probably be five days per week, four hours per day.
	* Suggested hours are Wednesday through Sunday, or Tuesday through Saturday.
	* Promotion: social media, flyers, newspaper advertisements.
	* It is possible that this could become a viable branch site in the future.
	* The estimated cost for adult and children’s materials and programs is around $10,000.

**Continued Business**

* + - 1. Grants
				* We need City Council approval before we apply for grants, and if awarded we need to obtain approval to accept.
				* We are currently working on four applications:

Texas Impact (ebooks)

Texas Book Festival

HEB

Día de Los Niños/Día de los Libros

* + - * + Better World Books: consider applying next year.
			1. Spring Event: Día Celebration (April 30, 1:00 – 3:00)
				* The Board reviewed and discussed the updated information on costs and action items.
				* Cara Waits is in charge of this event, and Board members should contact her if they wish to volunteer.
				* Publicity for the event will begin after spring break.
			2. Library Website Update
		- Paul has been sending emails to patrons, churches, HOAs and schools about Library events and programs.
		- The link to the ebooks will be moved to a more prominent position.
		- Statistics relating to Library usage are being posted.

**Announcements, Informational Items and Next Meeting**

* + - 1. Director’s Report
* Paul will be presenting information to City Council about the need for equipment storage.
* At the April 5 City Council meeting, he will be discussing the four grant applications, and he will make a presentation about the Lehman High School partnership.
	+ - 1. February, 2016 Statistics
				* Total circulation is up by nearly 25% over the past year.
				* Children’s programs have increased by nearly 57% in the past year.
			2. Friends of the Library Report
		- Kathy indicated that the Friends are purchasing the items for the coffee service, and the fabric to recover the benches in the lobby.
		- We are also looking into purchasing easels that display books.
		- Per Esperanza, the Friends of the Library has 371 Likes on its Facebook page.
		- Esperanza indicated that we have not been given a delivery date yet for the twelve pavers.
		- The coffee service in the lobby will start on Monday, March 14th, in time for the Spring Break Porch Party on the 15th.
1. Next Meeting: April 14, 2016 at 7:00 p.m.

Adjournment: Esperanza moved that the meeting be adjourned, Lourdes seconded the motion, and the meeting was adjourned at 8:50 p.m.

***Minutes submitted by Elizabeth Corey, Secretary.***