**The Library Board - Kyle Public Library**

**Minutes of the Meeting Held on January 14, 2016**

The regularly scheduled meeting of the City of Kyle Public Library Board was held on Thursday, January 14, 2016, in the Director’s Office at the Kyle Public 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

**The following Library representatives staff were present:**

Cara Waits, Assistant Director

Ayne Ray, Librarian

The meeting was called to order by Anita Perez.

**Public Hearing**

No comments.

**Consent Item**

1. Approve minutes of December 10, 2015 meeting

* The Board agreed on four changes to the minutes.
* Kathy Ryan moved to approve the minutes, Esperanza Orosco seconded the motion, and the minutes, as revised, were approved unanimously.

**New Business**

* + - 1. New Kyle Library Director
* Paul Phelan has been selected to be the new Director, effective February 1, 2016. He is moving here from Corsicana, Texas.

**Continued Business**

1. Spring Event – update on author for Dia de Los Niños/Dia de Los Libros event

* The date for the event is April 30, 2016.
* Staff have contacted three authors to date, none are available for this event.
* One of the three, Lupe Luis Flores, might be available for an event in September or October.
* We have an author for the summer program [***need the name of the author***].
* Esperanza suggested that we check with Texas State University for additional ideas.

1. Texas Book Festival Grant

* Cara has no additional information at this time.
* The applications are now available on the website.
* Applications are due February 5, and grants will be awarded in April in Houston.
* Lourdes and Esperanza will work on the application and send a draft to Cara and Anita for review.

Kyle City Council Member Shane Arabie joined the meeting.

1. Outreach – Map of card holders and schools/senior centers; outreach to seniors

* Ayne has visited Orchard Park. She has issued library cards and taken requests for material; authors, genres, and specific titles were named.
  + She will also begin visiting New Haven, which is on the east side of town.
  + Once the first two programs are well-established, we will schedule Legacy Oaks, which has already agreed to participate.
  + Orchard Park is also a possibility. We may be able to offer assistance to their memory care unit.
  + Steve Clamons created a map of active card holders and schools; senior facilities, day care, after school facilities will be added later.
  + The Board reviewed the major concentrations of card holders, and noted that some of the lower income neighborhoods have a high number of card holders.

1. Bookmobile – update and next steps
   * Cara and Ayne have been working on collection development.
   * They are looking for professional development conferences, making the best use of funds and time. ALA is a possibility.
   * We need to become a member of the Association of Bookmobile and Outreach Services, as mentioned at the December meeting.
   * Anita suggested that staff draft a proposal, prepare five slides for why we need the bookmobile, and estimated costs. She asked for this to be submitted for the February 11 Board meeting. Anita will assist. The Board will review and offer suggestions.
2. Suggestions from the Suggestion Box

* There were no suggestions this month.

**Announcements, Informational Items and Next Meeting**

* + - 1. Assistant Director’s Report
         * We have a new design for the library card. One of the library assistants created the design.
         * It is being printed on Teslin, a waterproof chemically-bonded laminate.
         * The new cards will be thicker than the previous ones, and the laminate will not peel.
         * Cara is looking for volunteers to read to the children, and have them practice reading aloud, discuss for comprehension.
         * Cara reviewed the annual report.
      2. November and December 2015 statistics
  + December statistics will be provided at the February meeting.
  + The budget increased, so additional material has been ordered.
  + Kathy mentioned that the November statistics are very favorable.

1. Friends of the Library report

* There is no new business.
* We have 351 likes on Facebook, and have received many posts from residents.
* We reordered the Library tote bags, and they have been received.

1. Next meeting – February 11, 2016

Adjournment: Kathy moved that the meeting be adjourned, Lourdes seconded the motion, and the meeting was adjourned at 7:25 p.m.

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