**The Library Board - Kyle Public Library**

**Minutes of the Meeting Held on December 10, 2015**

The regularly scheduled meeting of the City of Kyle Public Library Board was held on Thursday, December 10, 2015, in the Director’s Office at the Kyle Public Library, 550 Scott Street, in Kyle, Texas.

**All Board Members were present:**

Anita Perez, Chairperson

Leata Barlett

C. Matthew Bonhamgregory

Lourdes Cervantes

Elizabeth Corey

Esperanza Orosco

Kathy Ryan

**The following Library representatives were present:**

Connie Brooks, Director

Cara Waits, Assistant Director

Ayne Ray, Librarian

The meeting was called to order by Anita Perez.

**Public Hearing**

No comments.

**Consent Items**

1. Approve minutes of November 12, 2015 meeting

* Kathy Ryan moved to approve the minutes, Leata Bartlett seconded the motion, and the minutes were approved unanimously.

**New Business**

1. Introduce new Library Board members

* The group welcomed the two new Board members, Lourdes Cervantes and C. Matthew Bonhamgregory.

1. Spanish language collection update

* Cara Waits led the discussion; she reviewed the statistics provided in her report.
* The Board discussed the challenges of obtaining materials, which include availability, cost, and the quality of the translations.

1. Grant opportunities

* Cara Waits has been taking the lead in pursuing information about grants.
* Texas Book Festival (TBF) applications were scheduled to be posted in late November, but they are not online yet.
* The Library has received funding from TBF, but not recently; this may improve our chances for the 2015-16 cycle.
* Cara is working on two grants through the State library; they are due in May, 2016.
* There are other opportunities, which the Board will discuss at future meetings.

1. Breakdown of 2015 Summer Reading Program participation by school

* The Board reviewed a comprehensive report on participation in the summer reading program.
* The greatest number of readers are between the ages of 7 and 10.
* There is a direct correlation between Library representatives going to the schools in May to higher participation levels for the summer program.
* This school year, we will ensure that make contact with all of the schools.
* Hays School District has a form we need to complete to request permission to distribute materials/fliers.
* The Board agreed that March is the best time to contact schools; we should then follow up in May.
* In addition, we could distribute materials on the program when there is an event, e.g., a performance, a PTA meeting.
* Students who need to fulfill community service requirements could make presentations.
* Library representatives should visit schools throughout the school year, not just in May.
* Students finishing middle school receive summer reading lists in preparation for high school.

**Continued Business**

* 1. Event(s) for spring, e.g., Dia de los Niños, Dia de los Libros
* Cara Waits led the discussion.
* More libraries are celebrating Children’s Day/Book Day.
* We are looking to invite a local author to participate; Cara has emailed several for information on pricing and availability.
* We would like to have an author in June and one in July during the summer reading program.
* We should discuss this with BookPeople.
* In 2016, Dia de los Niños is on a Saturday, which will help with attendance.
* We could partner with Hays schools when they bring in authors.
* We need to do this through a grant, partnership, or sponsors, as we have no budget for this effort.
* The Library staff welcomes other suggestions.
* Staff would like to introduce crafts that relate to various cultures.
* Connie Brooks indicated that we do not have a good record for drawing a crowd to these types of events; we need to decide how to improve that.
* The Board supports the idea of partnering with schools.
* The Board members are all willing to help with this.

1. Outreach – map, ConnectED, outreach to seniors, school locations

* Kyle GIS staff will plot active library card holders, schools, and senior facilities.
* ConnectEd Library Challenge is a national initiative to ensure that every child has a library card (see [www.imls.gov/issues/national-initiatives/connected-library-challenge](http://www.imls.gov/issues/national-initiatives/connected-library-challenge)).
* Potential partnership with the Kyle Rotary Club: a member of the Rotary Club heard Anita’s presentation to City Council on the Library’s goals, and later visited Connie Brooks at the Library. He indicated that literacy is one of the Rotary’s goals. We should pursue this interest.

1. Bookmobile – next steps

* Ayne Ray described the action plan she is developing.
* Steve Clamons is developing a map which shows where the residents with library cards live.
* Ayne suggested that the Library should become a member of the Association of Bookmobile & Outreach Services; cost is $49 (see <http://abos-outreach.org/>)
* We need to research standards for bookmobiles, such as costs, management, collection development, vehicle construction, power supply, security, technology and maintenance.
* Ayne has contacted three nursing homes and assisted living facilities; in January, she is going to meet with staff at New Haven, find out what residents are interested in, and she will bring applications for library cards.

1. Suggestions from the Suggestion Box

* Coffee bar, and pastries
* If the Board members hear of anyone who has feedback, they will ask them to send in their suggestions.

**Announcements, Informational Items and Next Meeting**

* + - 1. Director’s report
* Interviews for the new Director will be held on December 11; there are four candidates.
* Kathy Ryan and Anita Perez are on the interview panel.
* Connie Brooks’ last day with the Library is December 23.
* There will likely be a short gap between Connie leaving and the new Director starting.
  + - 1. October and November 2015 statistics
* The Board reviewed the October statistics; total circulation is up from October 2014.
* November statistics are not complete, due to staffing turnover.
  + - 1. Friends of the Library report
* Friends of the Library will purchase shelving with partitions for the children’s area. The cost will be around $10,000.
* Esperanza Orosco indicated that the Kyle Thrift Store’s Facebook page has 343 likes.
* Each day before the store opens, Esperanza posts what is going to be on sale that day.
* She receives many questions about the store through the site.
  + - 1. Next meeting – January 14, 2016

Adjournment: Kathy Ryan moved that the meeting be adjourned, Esperanza Orosco seconded the motion, and the meeting was adjourned at 7:50 p.m.

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