

Kyle Public Library Board

Minutes of the Meeting Held on September 8, 2016

The regularly scheduled meeting of the City of Kyle Public Library Board was held on Thursday, September 8, 2016, in the Director's Office at the Library, 550 Scott Street, Kyle, Texas.

The following Board Members were present:

Lourdes Cervantes
Elizabeth Corey
Esperanza Orosco

Dan Owings
Kathy Ryan
Brandon Vasquez

Dr. Anita Perez, Chairperson, was absent.

Library Representatives:

Paul Phelan, Director
Cara Waits, Assistant Director

Kathy Ryan called the meeting to order at 6:35 p.m.

Public Hearing

There were no members of the public present for this item.

Consent Item

1. Approve minutes of the August 11, 2016 meeting
 - Esperanza Orosco moved that the minutes be approved, with one correction. Lourdes Cervantes seconded the motion, which was approved unanimously.

New Business

1. 2016 Summer Reading Program report and outreach recommendations for 2017
 - Cara Waits presented a report on the summer reading program, which included the following information:
 - i. Total attendance for all programs was 3,181.
 - ii. 75% of the participants were age twelve and under.
 - iii. The turnout for teens was very good.
 - iv. There was a 12.29% increase in the completion rate over the 2015 rate.

- Plans for the 2017 program include consideration of:
 - i. A theme for the program, such as “Journey Around the World in 60 Days,” which references the length of the program
 - ii. Increase attendance, particularly teens and adults
 - iii. Partnering with day care facilities; the books that the teachers are reading to the children could qualify for the program
 - iv. Express libraries with books and crafts
 - v. Partner with the Parks and Recreation Department in Game Changer, a reading program
2. Consider participation in Book Spring
- Cara has initiated contact with the organization, but has not heard back yet.
 - This may be a source for books to distribute in the community

Continued Business

1. Consider appointment of a Library Board member to fill current vacancy
 - This item was addressed during the August Board meeting, when the Board recommended the appointment of Dan Owings.
 - It was noted that the terms of two current Board members will expire in September.
 - Esperanza moved to recommend reappointment of Elizabeth Corey to the Library Board. Brandon Vasquez seconded the motion, which was approved unanimously.
 - Esperanza moved to recommend reappointment of Kathy Ryan to the Library Board. Lourdes seconded the motion, which was approved unanimously.
 - All three recommendations will be considered by City Council; the meeting date has not been established. The three individuals are asked to attend the meeting, where Anita Perez will present their credentials and request approval of their appointments.
2. Update on the upcoming fall community event: Día de los Muertos/Halloween
 - Paul Phelan indicated that Anita and Esperanza are coordinating this combined holiday event, and that plans include face painting, papel picado, a scavenger hunt, Día altars, door prizes, and local business representation.
3. Consider adoption of the 2016 – 2021 Long Range Plan
 - Esperanza moved to postpone discussion until the next meeting. Brandon seconded the motion, which was approved unanimously.
4. Update on progress and upcoming events with the Express Libraries initiative
 - At the Grand Opening of the renovated Historic Kyle Train Depot on September 25, Paul will have books for all ages, marketing materials for the Library, and equipment for issuing new library cards. He will also be able to demonstrate how to use new databases available on the Library website.

- The Library's participation in this event will be advertised on social media.

Announcements, Informational Items and Next Meeting

1. Director's report

- New bilingual signage and flyers have been created.
- A class on how to grow herbs is scheduled for September 13.
- Staff members are learning how to help patrons use the new databases.
- A desk schedule for staff will increase efficiency, and assignments are being analyzed to ensure that responsibilities are distributed properly.
- Staff now has walkie talkies to facilitate communicating from the front desk to the other areas of the Library so that desk staff can request help with patrons when needed.

2. August Statistics

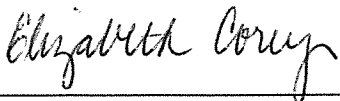
- Statistics continue to be very positive.
- Beginning October 1, adjustments to how various data is described and reported are being made to more accurately reflect our activities.

3. Friends of the Kyle Public Library report

- The Library has 1,564 Likes on Facebook.
- Library Thrift Store sales are continuing to climb; store staff is doing a good job sending Esperanza photographs of their merchandise.
- Kathy has been elected Chairperson of the Friends.

4. Next meeting – October 13, 2016 at 6:30 p.m.

Esperanza moved that the meeting be adjourned, Lourdes seconded the motion, and the meeting was adjourned at 8:00 p.m.



Elizabeth Corey
Secretary



Dr. Anita Perez
Chairperson