

**MINUTES OF THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
May 12, 2011**

President Jeanne Clark confirmed that a quorum was present and called the meeting to order at 6:00 p.m. Also in attendance: Paula Petty, Ashlee Pfeiffer, Russell Hawkins, Carol Green, Rita Weber, Kelly Skovbjerg, and Elisa Welder. Members Chuck Bardwell and Brian Cartwright were absent.

Guests

No guests were present.

Reading and Approval of 3/10/11 Minutes

The minutes of the last meeting were read; Paula wanted clarification on the discussion of PHPL operating hours to ensure that they were noted in the minutes. After ascertaining they were, the motion to accept was made by Ashlee, Russell seconded.

Citizen Comments

None, but Carol saw a hawk and mayhem briefly ensued.

Library Director's Report

Enough money has been raised to purchase one and a half laptops (they are more expensive than previously anticipated). The Grand Opening day procedures and schedule were reviewed—hopefully the ribbon cutting ceremony will take fewer than thirty minutes. Anyone who wants to attend the grand opening is welcome to do so. The food trucks present at the opening will have crepes, Moroccan food, tacos, and barbeque. Free food will include Bear Moon Bakery pastries and coffee in the morning, and baked goods provided by the staff and volunteers throughout the day. The Boerne Village Band is playing before the ribbon cutting, the Concert Band after. There will potentially be a book cart drill team performance put on by the Young Adult Advisory Board. The kids from St. Helena's (SHEEP) will be moving the first youth books to the PHPL on Wednesday, May 18 starting at 10:00 a.m.

The Board noted that there was a significant drop in circulation from March to April. It was ascertained that the library was open for more days in March than in April.

Committee Reports- AALS Advisory Council Member, KCLAB Rep

None.

Local and Family History Archives (LAHFA) Update

None.

Old Business

Construction/Foundation Update

Lots going on—furniture and IT equipment still being installed. The Foundation continues with Gala planning. So far, 275 people have RSVP'd in the positive and the Gala has \$65,000 in corporate sponsorships. Food will be provided by RK Catering. It was determined that George Strait was indeed sent an invitation.

Fee Ordinance Update

Kelly advised the Board that the Finance Department has increased expected revenue.. It is known that the PHPL is being expected to keep the budget flat, hence the need for increased charges for library

services such as printing, copying, etc. It was noted that the library already charges more than anyone else in town for these services. The Board recommended the following fee increases:

\$50 from \$45 for non-county card

\$15 from \$10 for temp card

\$0.25 from \$0.10 for printing and copying in black and white

\$1.00 for printing and copying in color

\$5.00 from \$4.00 for replacing a lost card

\$2.00 from \$1.50 for earbuds

\$1.50 from \$1.00 for faxing

\$1.50 for scanning (previously not provided)

\$6.00 for notary services (previously no charge)

Russell moved to accept, Ashlee seconded. All in favor, motion carried.

New Business

Use of Facilities- PHPL

The hours are to stay the same, for the time being. Large community rooms will be open for use until eight o'clock Monday through Thursday. No smoking on premises; in order to smoke patrons will have to go to the gazebo in front of the Friends' building. The changes made concerning meeting room usage were reviewed- groups are expected to store tables and chairs, meeting rooms are now called community rooms, and library-sponsored events take precedent over other events. The study rooms also cannot be reserved for weeks at a time in order to make sure as many people as possible can use the, The Boerne Village Band's use of the community room on Monday nights was discussed. It was also noted that anyone can use the rooms, as long as they aren't seeking to make a profit. Carol moved to accept the policy with changes, Paula seconded. Motion carried.

Customer Conduct

As with the previous policy, the "premises" of the PHPL were defined. It was noted that the animal section of the policy needed to be amended to allow for Paws for Reading, and that the policy prohibiting food and drink was removed since those will be for sale in the new building. Some grammatical changes were made. Rita moved to accept with changes, Carol seconded. Motion carried.

Other business

None, but Jeanne added that if Kelly needs help the Board is always willing to pitch in. Russell added that it should be known that Boerne high school graduations are on the same day as the Grand Opening.

Paula moved to adjourn, Ashlee seconded. Motion carried.

The next Library Advisory Board meeting will be held on Thursday, June 9, at 6 p.m.

Respectfully submitted on May 13, 2011,
Elisa Welder