# MINUTES OF THE MEETING OF THE NICHOLSON MEMORIAL LIBRARY ADVISORY BOARD December 12, 2011

The Library Advisory Board met Monday, December 12, 2011, at 6:00 p.m., at the Central Library.

Members Present:

Chair

Bettye Haynes

Vice Chair Board Member Mike McCorstin Robert Brandon, Jr.

Board Member Board Member Board Member

Julius Irozuru Jerry Redden Barbara Stanley

Members Absent:

**Board Member** 

Barbara Chick

**Board Member** 

Adriana Liberto

Staff Present:

Director

Claire Bausch

Assistant Director Support Staff Support Staff Connie Moss Kathleen Cizek Gail Brigham-Payne

CALL TO ORDER

Meeting called to order at 6:07 p.m. by Chair Bettye

Haynes.

READING &
APPROVAL OF
PREVIOUS MINUTES

**Motion** made by Mike McCorstin, seconded by Jerry Redden, to approve the minutes of the September 19, 2011 meeting with necessary corrections. **Motion** 

carried.

**Motion** made by Robert Brandon Jr., seconded by Mike McCorstin, to approve the minutes of the November 14, 2011 meeting with necessary corrections. **Motion** 

carried.

CIRCULATION POLICY DISCUSSION

Library Staff provided a draft of a revised and updated Circulation Policy. It was agreed to discuss the policy draft at a future meeting after Board Members have time

to review it.

#### **STAFF REPORTS**

## A. Facilities and Technology Systems

Library staff is planning for the Annual Review of Technology meeting, which includes representatives from SirsiDynix and from the City's IT Department.

There have not been recent incidents of vandalism at the libraries. The light over the exterior book return at the Central Library has now been replaced by the Facilities Management Department.

#### B. Staff

Desk coverage difficulties are at the highest point in many years. There are 13 vacant positions and 9 other employees who are intermittently absent under the federal Family Medical Leave Act (FMLA) program.

### C. Programs & Services

The Library hosted a booth at *Christmas on the Square* on Dec. 1. Supplies for over 500 crafts for children were provided and they were depleted by 8 p.m. Staff observed more people attended than in previous years and the Library's booth was popular with children and parents.

Many calls have been received at the libraries asking how to access downloadable Kindle and other eBooks. A front-page article about the library service appeared in the December issue of the Garland City Press.

**Senior Social Hour** will present Rosemary Rumbley, a popular storyteller, December 17 at 2 p.m. at the Central Library. Her topic will be "A Christmas Tree Grows in Brooklyn".

# DISCUSS FUTURE AGENDA ITEMS

The Board will continue discussion for possible approval of the draft Circulation Policy.

The Board will review library projects submitted for the next Capital Improvement Program.

ADJOURN	Meeting was adj Haynes.	ourned at 7:28 p.m. by Chair Bettye
Library Advisory Board		
Signed:		Attest:
Bettye Haynes, Chair	<u> </u>	Claire Bausch, Director of Libraries