

1. **CALL TO ORDER:** The Library Advisory Board meeting was called to order at 6:00 PM, Thursday, August 29, 2013, at the Bill Ellis Memorial Library, 700 W. Avenue A, Port Aransas, Nueces County, Texas with the following members present; to wit:

BOARD MEMBERS PRESENT

Rick Kalke
Patsy Grimes
Gary Ramsey
Carolyn Grosse
Helen Garrett

BOARD MEMBER(S) ABSENT

Carolee Crider

STAFF MEMBERS PRESENT

Kathy Caldwell, Library Director

STAFF MEMBER(S) ABSENT

Toby De La Rosa, Senior Library Aide

2. **APPROVAL OF MINUTES:** May 30, 2013

MOTION: A motion to approve the minutes, with no changes, from May 30, 2013 was made by Gary Ramsey and seconded by Patsy Grimes.

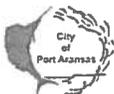
Name	Yes	No	Abstain	Absent
Rick Kalke	x			
Carolee Crider				x
Patsy Grimes	x			
Gary Ramsey	x			
Carolyn Grosse	x			
Helen Garrett (Alternate)	x			

3. **LIBRARIAN'S REPORT**

A. **Monthly Circulation and Library Utilization Reports**

a. **May 2013:** Total circulation for May 2013 was 2,932. This includes 14 interlibrary loan items. Attendance was 2,432. There were 50 new registrations and no new or renewed non-resident cards. 393 people signed up to use the Internet computers or wireless. Fees and fines collected totaled \$373.06.

b. **June 2013:** Total circulation for June 2013 was 3,254. This includes 14 interlibrary loan items. Attendance was 3,132. There were 62 new registrations and 1 new or renewed non-resident card. 380 people signed up to use the Internet computers or wireless. Fees and Fines collected totaled \$491.39.



c. July 2013: Total circulation for July 2013 was 4,090. This includes 13 interlibrary loan items. Attendance was 4,617. There were 44 new registrations and 1 new or renewed non-resident card. 351 people signed up to use the Internet computers or wireless. Fees and fines collected totaled \$372.54.

B. Monthly Trust Fund Financial Reports

a. May 2013: At the end of May, the Trust Fund checking account balance was \$11,122.30. Total income was \$15.00 in book sale proceeds and \$0.09 in interest. There were no expenses for the month.

b. June 2013: At the end of June, the Trust Fund checking account balance was \$11,039.14. Total income was \$100.00 in patron donations and \$0.09 in interest. Total expense was \$183.25 for the reading program supplies and presenter.

c. July 2014: At the end of July, the Trust Fund checking account balance was \$11,682.14. Total income was \$935.10 which included \$335.00 in patron donations, \$600.00 from the Port Aransas Boatmen, for the summer reading program, and \$0.10 in interest. Total expense was \$292.10 for the reading program supplies and presenter.

C. Trust Fund Quarterly Report

April 1, 2013 - June 30, 2013. The Library Trust Fund balance as of June 30, 2013 is \$136,117.98. Total receipts were \$2,173.29. Total expenditures were \$133.25.

D. Proposed Library Budget FY 2013-2014

a. Personnel \$211,660

b. Special Use Supplies \$5,000

c. Library Subscriptions \$4,300

d. Equipment Maintenance/Supplies \$2,910

e. Software Renewal \$4,900

f. Furniture & Fixtures \$650

g. Technology \$200

h. Library Book/AV \$27,000

E. OverDrive Statistics

We joined the South Texas Digital Library Consortium at the end of February 2013. As of 8/21/13 one hundred of our library patrons have registered to use OverDrive, the leading full-service digital distributor of eBooks, audiobooks, music and video Worldwide. To date, our patrons have downloaded 706 items from the site.

F. Summer Reading Program

The summer reading program concluded on Wednesday, July 31, 2013. A party was held for the children. Each child was invited to select a new book to take home. They were also given star reader pencils, erasers, sharpeners, bookmarks and reading certificates. A total of 238 children attended the eight-week program.

G. Library Staff

September 4, 2013, will be library aide Roxanne Banks last day. She will be moving back to Indiana to be with her family. The upcoming vacancy has been advertised in the local area papers and on the City website. Library aide, Geene Dewveall is scheduled for surgery on September 9th and anticipates being out several weeks.



4. **DISCUSS LIBRARY ADVISORY BOARD MEMBER TERMS AND NEW PROCEDURES BEING IMPLEMENTED BY CITY HALL**

Patsy Grimes, Gary Ramsey, and Carolyn Grosse terms expire October 2013. All members are encouraged to apply for new terms as soon as possible. The positions will be posted in the South Jetty newspaper mid-September. City Secretary, Irma Parker has informed Kathy Caldwell that after the positions are filled in October all of the Library Advisory Board Members will be required to take the official oath of office due to their significant powers as so described in the City Charter.

5. **LIBRARY BOARD MEMBERS COMMENTS AND ITEMS FOR FUTURE CONSIDERATION:**

- ◆ Members discussed the library garden area originally created by members of Keep Port Aransas Beautiful and dedicated to honor civic leader Dan Mulloney. The original plaque and bench has since deteriorated and been removed. Carolyn Grosse is checking into getting a new plaque for a bench, or, a large brick designed with mosaics which will be created to honor both Dan & Bonnie Mulloney.
- ◆ Next meeting is scheduled for November 2013.

6. **ADJOURNMENT:** At 6:50 a motion was made by Rick Kalke to adjourn the meeting. The motion was seconded by Gary Ramsey.

CITY OF PORT ARANSAS, TEXAS


Rick Kalke, Chairman


Library Advisory Board Secretary

