

LAB meeting minutes: 9.11.2018

Attendees: Kevin Davis, Aimee Turner, Jessica Walker, Emilio Rodriguez, Deborah Schofield, Jenny Lupica

Absent: Colleen Jones-Turner, Jana Karlis

Minutes

- Kevin appended the minutes to include the councilors responses to Board letter to Council
- Accepted from 7/2018 meeting
- Welcome to Jenny, we're so happy to have you!

Directors report:

- City manager has City depts on a schedule to ensure that all departments are reporting monthly to the City Council.
- August business- Minerva's statistics gathering experienced issues in August 2017 and so Kevin was unable to pull year-to-year statistics. This will continue monthly into November (based on 2017 Minerva issues)
- This has led Kevin to look for information differently and realized that checkout numbers don't necessarily reflect the true measure of business. Inter-library loans, shared materials with the other libraries, patrons using the library differently, all lead to the need to look at this through a new lens.
- Statistics used to be based on usage of SoPo library materials only (not minerva, etc.), which doesn't at all reflect even just materials used. Discussed various ways that Kevin and the staff are looking at this going forward. Possible electronic counters for the front door, updating the security gates, looking at checkout data differently.
- Library sharing- very successful, looking to expand to additional libraries (in all directions)
- Programming- numbers are strong for the summer. Summer reading participation was really great- fewer sign ups but a much higher rate of completion, which is what the librarians are looking for.

Old business:

- Reviewed the bed bug policy for Aimee and Jenny, which the staff has implemented. Kevin referred us to the ALA flyer on how to handle things like this if we have more questions.

New business:

- Branch library will be closed on 10/22 for a staff development day to address the city wide and library specific trainings.
- Floor waxing is underway, with the community room already completed and plans to finish the rest of the surfaces this week.

- Plans to take some of the budget surplus at the end of the fiscal year and purchase new chairs and a portable stage for after-hours concerts.
- New city facilities manager is up and running and undertaking a review of vendors, projects, and determining a plan to move forward for all the city buildings.
- Strategic planning: with a full board it's time to take that work back up again- plans to take the work we've done thus far and review it and our results thus far at our next meeting in October, so that we can get the input of Jana and Jenny, as well as refresh progress for those of us who have been away from it for several months.
- Discussed funding ratio between usage/per capita/funding and the need to raise awareness in the community at just how far their tax dollars go and why the city needs to spend more money on us.
- Aimee raised an issue with the mobile view of Minerva and the inability to find the link to search the catalog. Kevin will research and look for solutions.
- Art in the Park: things went well, Kevin will offer feedback to the city to help get better placement, and hopefully The Friends will look into providing some merch next year.

Public comment:

- None

Next Meeting:

- Next meeting will be 10/9 at 6:30p

Adjournment:

- Motioned and seconded.