

**Moore Memorial Public Library Board of Trustees
Minutes**

Feb. 27, 2012

Present: Hallie Ketchum, Clay West, Nelle Leach, Mary Ann Reed, Shirley Mapps, Elaine Schmitz, Gerry Steed

Absent: Sara Moreno, Stephanie Doyle

The meeting was called to order at 4:00 p.m. Minutes from the Dec. 12th meeting of the Library Board were approved with one correction. (The name of Shirley Mapps was mistakenly listed twice under members present).

Librarian Beth Ryker Steiner gave the following report:

1. The library currently has three positions that vacant – the part-time Children’s Assistant position vacated in May by Kimberly Mann and the part-time shelver position vacated by Kristina Garza in August when she took the full time Children’s Assistant position, formerly held by Betty Burns, and a full-time professional Reference Librarian position. The Library is waiting on a determination by the Mayor if the Reference Librarian position can be filled at this time.
2. The Texas State Library & Archives Commission is finishing the process of closing out unfunded programs and decreasing public library staff. Minimum accreditation standards will continue to be in force.
3. The Houston Area Library System is in the process of closing down. It is scheduled to be defunct no later than May 31st. There is one full-time staff member remaining at this time funded under that program.
4. The last three Major Resource Centers for Inter-library loan will also be closing in May. At that time, all libraries that have not transitioned to the new ILL Navigator interface will have great difficulty in participating in the ILL program. Currently Texas City, Santa Fe and Galveston Rosenberg have successfully transitioned. The other libraries are still working on the transition. Moore Memorial Public Library is getting inundated with requests to borrow materials from our collection, and the library is currently lending at more than 8 times the rate it is borrowing. However by this summer, some of the glitches in the system should be worked out, and the library should be closer to a sustainable lending/borrowing ratio.
5. The Galveston County Library System is beginning to work on its budget request for FY 2012/2013. An initial consensus opinion among the directors is that this will be another tight year, with expectations that the budget request will remain flat or decrease somewhat.
6. Most major technology purchases for the Library for this fiscal year have been completed, or are in process. The Library will be undergoing an upgrade in the fire alarm system within a few weeks.

7. Planning for the summer programs is proceeding per schedule. Programming plans are being created for both standard staffing resources and the current short-staffing situation.
8. Beth gave a quick update on the status of subscription e-books in the library. Several established vendors plan to have products available by summer.

Discussion was held on the proposed Moore Memorial Public Library Strategic Plan (Oct. 1, 2012 through Sept. 30, 2014). May Ann Reed moved, and Shirley Mapps, seconded a motion to approve the proposed plan. The Board voted unanimously to accept and approve the Plan. It now goes to the City Commission. Beth anticipates that it will come before the Commission in April.

Library Board members posed questions about the physical security of the Library facilities, especially after dark. A number of concerns were brought up. It was decided by consensus that either the Mayor or the Chief of Management Services would be invited to attend the April Board meeting to discuss these security concerns. Beth will send the invitation.

The meeting adjourned about 4:50 pm. The next meeting is scheduled for April 23, 2012 at 4 pm in the Holland Meeting Room.