

Meeting minutes of the Board of Trustees for the University City Public Library for March 12, 2014.

Members Present: Luise Hoffman, Edmund Acosta, Deborah Arbogast, Dorothy Davis, Susan Glassman, Latrice Johnson, Joy Lieberman, Carl Seltzer, Harold Williams

Members Absent: none

City Council Liaison: Terry Crow

Library Staff: Patrick Wall – Director, Christa Van Herreweghe, Cynthia Scott

The meeting was called to order at 5:22 PM by Luise Hoffman.

Minutes

The minutes from the January 2014 meeting were approved.

Correspondence

- Turner Center for the Arts
- Dusseldorf program
- Christa – Thank you note from tour group w/frog ballots

Friends' Report

- The Owl program held last night was very well attended (about 95 people).
- There was no Friends meeting this month.
- Trivia Night will be held on Saturday, May 31st.

Council Liaison

- There was a proclamation for Marvin Levy.
- The Loop Trolley Committee requested a six month extension to the conditional use permit, they were granted 60 days.
- Next month's election: There are contested races in Wards 1, 2, and 3.

Librarian's Report

- HVAC project is behind schedule.
- We would like to add Board member email addresses to our lists for public distributions. There were no objections.

- Our first 'Local Author Open Mike Night' will be held on April 2nd.

Action Items

- Motion to purchase a MakerBot 3D printer for \$4,307.60 plus \$40.02 shipping was approved.

President's Report - None

Committee Reports - None

Adjournment

The meeting was adjourned at 6:50 PM.

LIBRARIAN'S REPORT, March 2014

MONTHLY CIRCULATION STATISTICS, for February 2014						
	Feb 14	Feb 13	%chg	2013-2014	2012-2013	%chg to date
1st time checkouts	26,408	28,736	-9%	200,829	219,776	-9%
Renewals in library	530	635	-20%	13,230	10,423	21%
Phone renewals	3,384	3,002	11%	16,693	13,632	18%
iPAC renewals	6,887	5,328	23%	46,804	39,051	17%
Computers	-2,675	-2,955	-10%	-22,924	-25,072	-9%
Subtotal	34,534	34,746	-1%	254,632	257,810	-1%
Zinio	145	0	100%	858	0	100%
EBooks	588	383	35%	4,144	3,662	12%
Downloadable Audio	365	233	36%	2,437	1,857	24%
Total Downloadable	1098	616	44%	7,439	5,519	26%
Total	35,632	35,362	1%	262,071	263,329	0%

Information Items

Circulation Report

While overall circulation was up slightly when compared to February 2013, first-time checkouts of physical material were down. In addition to eBooks and downloadable audio, biographies, paperbacks and DVD circulations were all up.

Municipal Library Consortium (MLC) News

- The directors of all nine MLC libraries met with the directors of the St. Louis County Library (SLCL), St. Louis Public Library (SLP), and St. Charles City-County Library (SCCCLD) on February 20. We discussed the reciprocal agreements that allow residents of all of these library districts to obtain free library cards at the other districts. The agreements with the MLC libraries date from 2000, (the original agreement between SLPL and SLCL date from the mid 1990s) and they require each district to pay \$0.25 per item checked out by their residents from another district's library. As you know, over the last several years the amount that MLC libraries have been paying

to the St Louis County Library district has increased dramatically. Many MLC residents enjoy the ability to borrow from SLCL without having to purchase a non-resident card, but the increasing expense to the MLC libraries will force some libraries to opt-out, unless changes can be made to the agreements. No agreement was reached at this first meeting, but Kristen Sorth, SLCL's new director, did agree to take our proposals to her board.

- The Richmond Heights Library, which had a pipe burst in January, has completed carpet replacement and building repairs.
- The MLC is planning a scavenger hunt in May to encourage patrons to visit all of the consortium libraries.
- We have added LibraryThing's "Series and Awards" app to the library catalog. If you look at the catalog record for a book that is part of a series, you now find a link to an attractive pop-up list that shows all titles in the series, awards the book has won, and gives the lexile-level for children's books.
- Kelley Sallade, the director of the Rock Hill Public Library is retiring. Karyn Applegate will be Rock Hill's new director.

Library Issues

- Our old HVAC chiller and compressors have been removed. The installation of the new unit will begin soon. Albert Arno is waiting for Ameren to move our incoming electrical line and shut-off panel before proceeding. The new chiller will have to be lowered into the basement using a rather large crane. We are hoping for a minimal disruption in traffic flow, but we may have to block off several parking spaces for part of the day when the unit arrives.
- Our in-house email server is slowly dying. Instead of replacing the existing server with a new one and continuing to host our own system here, Bill and Christa will be migrating all of our email accounts to Microsoft's Office 365 cloud-based system, which we will be able to use with no charge. We are hoping this will save us staff-time, as well as the cost of a new server.
- The window tinting will be applied to the large gallery windows on the second floor in the next two weeks. All staff email addresses will have to change from the current "staffname@ucpl.lib.mo.us" format to "staffname@ucitylibrary.org."
- I will be on vacation from March 21-March 28.

Grants and Fundraising

- We received notice that our application for an LSTA Tech-Mini Grant has been approved. This \$15,000 grant will allow us to replace our oldest staff computers, our circulation desk computers, and the public computers in the Youth Services department. All of these older computers are still using the Windows XP operating system and cannot be upgraded to Windows 7. Windows XP will no longer be supported as of April. Christa wrote this LSTA grant application.
- The Library submitted a Regional Arts Commission grant application seeking financial support for our gallery shows, book discussion series, and several lectures and workshops.

October Gala

The gala planning committee will be meeting on March 14 at 9am. Library staff will be talking to representatives from the "Lit in the Lou Book Festival," which is also scheduled for October, to see if we can work together.

Programs and Events

- The second Let's Talk About It: Muslim Journeys discussion went well. The patron who had complained about the first session did not attend the February meeting.
- The second Chamber of Commerce Small business workshop was very successful and had 35 attendees. We are working with the Chamber of Commerce and the City of University City on the third workshop. It is scheduled for April 24, from 9am-12pm.
- Our Frog statue unveiling had about 35 people in attendance, including the Mayor, four Board members, several members of the Friends of the Library, and members of the Lander family. We plan to have the announcement of the Frog names scheduled for sometime in the beginning of April. LaRita Wright, our Youth Services storyteller extraordinaire, will present a special "Froggy" storytime.
- UCPL hosted an emergency Blood drive for the Red Cross on March 3.
- Thanks to long-time UCPL patron, who is a professional career counselor, our patrons will be able to get help with their resumes, hone their interview skills, and learn the secrets of successful networking, in one-on-one sessions with this wonderful volunteer. These sessions will take place on Thursdays from 11-1.

Conferences and Meetings

- The Library's all-staff meeting was rescheduled for Tuesday, March 18. Our main topic will be what patrons are telling staff regarding the direction of the Library. We will report back to the board on the results of this discussion at the April Board meeting.
- Bill Coleman and Christa Van Herreweghe gave two presentations at the recent St Louis Regional Library Network (SLRLN) tech conference. They spoke about our very positive experience with Chromebooks (over 2,300 uses at UCPL so far), and about the status of our MOREnet grant. They did a great job, and there was a considerable amount of interest in both presentations.
- Christa, Bill and I traveled to the Fulton 58 school district to see their Fabrication Lab. Fulton was one of two recipients of the MOREnet Public School transformation grant. Fulton is currently using a "Makerbot 2" 3D printer, an Epilog Laser cutter, and a Roland vinyl cutter in their lab. Both Fulton and MOREnet are very enthusiastic about the Makerbot printers.
- Bill, Christa, and I reported on the status of our Library Research Project to MOREnet's governing board on March 4.
- I met with representatives from CALOP, UCHS staff, and the Chamber of Commerce on sponsoring a moviemaking contest and festival for community members. The contest would bring together students, residents and businesses from the community in creating and sharing short films. The Library has asked the Regional Arts Commission for funds to host several filmmaking workshops as part of this project. Participants will be able to use the recording and editing equipment at the Library on their video projects.
- I attended the Chamber of Commerce event at University City High School and met with Principal Michael Maclin. We hope to meet soon to discuss both the Library's MOREnet grant, and the School District's plans for the new High School library and media center soon.
- Kathleen and I met with Mayor Welsch and Elvir Mandzukic on March 6. We are working on plans to present a program at UCPL commemorating the Bosnian genocide. This would be part of this year's Days of Remembrance events.

Art in the Library

This month's Gallery show features the work of artist John Calvert.

Discussion Items

Service: Our Gallery

Public Library Standards-Personnel pages 16-21

Monthly Financial Reports

I will send the financial statements out as soon as I receive them.

Action Items

After much research, Bill and Christa have agreed that the Makerbot 3D printer is the best available in our price-range. The new fifth-generation model will work with a USB connection, unlike other models.

- Action- Vote on purchase of 3D printer and equipment for MOREnet grant.