



**THE LIBRARY COMMISSION
MINUTES**

**SPECIAL CALLED MEETING
18, October, 2010**

The Library Commission convened in a special called meeting on Monday, October 18, 2010 at the Austin History Center at 810 Guadalupe St. in Austin, Texas.

Chair Carol Martin called the Board Meeting to order at 7:02 p.m.

Board Members in Attendance: Chair Carol Martin Wendy Price Todd Vice Chair, Gretchen Hoffmann, David Kobierowski, Gloria Meraz and Ben Ornelas

Board Members Absent: Carolyn Goldston

Staff in Attendance: Brenda Branch, Director of Libraries; Toni Lambert, Assistant Director of Libraries; Martin Aleman, Acting Assistant Director of Libraries; John Gillum, Facilities Planning Manager; Carolyn Garcia, Administrative Manager; David Inabnitt, Youth Services Manager and Toni Grasso, Administrative Manager

1. Citizen Communication: None

2. Approval of Minutes

The minutes from the Special Called Meeting of the 9/27/2010 were approved on Commission Member Ornelas motion on a 6-0-1 vote.

Those members voting aye were: Chair Martin, Vice Chair Price Todd and Commission Members Goldston, Hoffmann, Meraz and Ornelas

Abstained – Commission Member Kobierowski abstained because he was not in attendance at the September meeting.

Other –Commission Member Goldston was absent

3. Unfinished Business

a. Discussion on Social Media for Boards and Commissions

Commissioners discussed posting to social web sites while identifying themselves as Commissioners and requested sample wording that conveys the author is a Commissioner but is not speaking on behalf of the Commission. Items to consider include: which social media sites and what message is intended to be conveyed.

4. New Business

a. Discussion of progress of Building Program for the New Central Library

The New Central Building Program will be presented to City Council on Thursday, November, 18 in the morning. It will then be presented to the Library Commission on Monday, November 22 and then go back to City Council for approval on December 9.

After approval, schematic design will begin January 2011. City Council and the Library

Commission will be briefed again in late Spring or early Summer when 30% of the design is completed.

b. Discussion on Branch Assignments

Commissioners agreed that each will select 3 branches to which they will be a liaison. The purpose of this practice is to encourage Commissioners to have informal meetings with branch staff, learn more about branch programming activities and build 2-way communication. The specific branch assignments will be worked out via email.

c. Discussion on Having a Meeting in December

Motion that the Library Commission meet on Monday, December 13, 2010, from 11:30 am – 1:30 pm was approved on Commission Member Hoffmann’s motion and Commission Member Kobierowski’s second on a 6-0-0 vote.

Those members voting aye were: Chair Martin, Vice Chair Price Todd and Commission Members Goldston, Hoffmann, Kobierowski, Meraz and Ornelas

Other –Commission Member Goldston was absent

d. Discussion on the Holds Procedures and Explanation of Implementation Process

Carolyn Garcia, Administrative Manager presented information on how the system works. The Library receives about 55,000 holds requests a month and is able to fill approximately 40,000.

e. Staff Briefings

- 1) David Inabnitt is the new Youth Services Manager. He came from the Brooklyn Public Library and will be over thirty-two employees.
- 2) Dana McBee is the new Assistant Director over Support Services
- 3) The Cepeda Music Garden Project and Zaragoza Warehouse Fire Suppression Sprinkler System Upgrade Project have been put on hold due to lack of funds. ALIS is working with CTM to do the cabling for the security camera installation. Five bids were received by the City of Austin for the AHC ADA Compliant Ramp Installation Project on Thursday, October 7, 2010; it is now in the award process. The design documents are in review for the AHC sewer retrofit. The Southeast Austin Community Branch Library is scheduled to close on Monday, December 6, 2010, for renovations of both exterior and interior building elements and finishes. The work will be done in house out of the operating budget. It is scheduled to reopen in late spring 2011. The security enhancement project will provide additional and upgraded exterior security lighting at a number of branch library locations, including Windsor Park, Southeast Austin Community, Ruiz, University Hills and Little Walnut Creek.

5. Future Agenda Items

- a. Discussion on Vice Chair’s Price Todd’s experience as a volunteer with APL
- b. Future discussion will be held on the Texas Book Festival and how the Commission can play a role.

Adjourn: Chair adjourned the meeting at 8:47 p.m. without objection.