



**THE LIBRARY COMMISSION
MINUTES**

**SPECIAL CALLED MEETING
13, December, 2010**

The Library Commission convened in a Special Called Meeting on Monday, December 13, 2010 at the Austin History Center at 810 Guadalupe St. in Austin, Texas.

Chair Carol Martin called the Board Meeting to order at 11:35 a.m.

Board Members in Attendance: Chair Carol Martin, Vice Chair Wendy Price Todd, Carolyn Goldston, Gretchen Hoffmann, David Kobierowski, Gloria Meraz

Board Members Absent: Ben Ornelas

Staff in Attendance: Brenda Branch, Director of Libraries; Toni Lambert, Assistant Director of Libraries; John Gillum, Facilities Planning Manager; Heidi Ruiz, Library Building Improvement Coordinator; Toni Grasso, Administrative Manager; Sharon Edwards, Volunteer Services Coordinator; Cindy Jordan, Project Manager, Public Works Department;

1. Citizen Communication: None

2. Approval of Minutes

The minutes from the Regular Meeting of 11/22/2010 were approved on Commission Member Goldston's motion and Commission Member Kobierowski's second on a 4-0-1 vote.

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

Abstained – Commission Member Hoffmann abstained because she was not in attendance at the November meeting.

Other – Commission Member Ornelas was absent. Commission Member Meraz not present for the vote

3. Unfinished Business

- a. Discussion on New Central Library Architectural Building Program

Motion that the Chair write a letter to Austin City Council for and express the following: our thanks for Council's approval of Architectural Building Program; Commission's unanimous vote of approval for the Building Program; Commissioners' commendation of City staff for the work in documenting the functional requirements of the new Central Library.

Approved on Commission Member Hoffmann's motion and Commission Member Goldston's second on a 6-0 vote.

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

Other – Commission Member Ornelas was absent.

4. New Business

- a. Finalize the 2011 Meeting Schedule
Motion to adopt the 2011 Meeting Schedule and change the December meeting date to December 12, 2011 11:30 a.m. -1:30 p.m. was approved on Commission Member Goldston's motion and Commission Member Kobierowski's second on a 6-0 vote.
Those members voting aye were: Chair Martin, Vice Chair Price Todd and Commission Members Goldston, Hoffmann, Kobierowski and Meraz
Other –Commission Member Ornelas was absent.
- b. Discussion on Vice Chair's Price Todd's experience as a volunteer with APL
Vice Chair Price Todd has served 2 hours as a volunteer at Faulk Central. The application process took about a month to complete.
Sharon Edwards Volunteer Services Coordinator (VSC) for APL explained that the application process takes time because APL is at capacity for volunteers and a match for the volunteer applicants needs to be found. Once a match is found a background check is required of all applicants after which the volunteer meets with the VSC to go over the paperwork and policies. The length of volunteer commitment is for three months.
- c. Staff Briefings –
 - 1) **Facilities Update:** On December 9, 2010 Council approved the bid submitted by Muniz Concrete & Contracting, Inc. for repairs to the Austin History Center ADA wheelchair ramp. The contract is now being finalized by the Law Department. The Southeast Austin Community Branch Library closed 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.
 - 2) A soft launch of the new customer satisfaction survey was done in December. Counting Opinions is an ongoing survey that will be used to prioritize services. The soft launch was done due to kinks in the design format still being worked out.

5. Future Agenda Items

- a. Commission Member Goldston requested that Branch Liaison Briefings be a standing agenda item

Adjourn: Chair adjourned the meeting at 1:09 p.m. without objection.