

Austin Public Library

Director's Report

April 2011

Highlights

- On April 1, the renewal limit for eligible library material increased to 2 renewals. Items with holds on them, DVDs and items on Group cards are not eligible for renewal.
- YomiCon, APL's annual manga and anime convention for teens and tweens, won the 2011 Wayne Williams Library Project of the Year Award from Texas Library Association (TLA). The award recognizes a project that exemplifies the highest levels of achievement and professional standards and serves as an inspiration to other libraries.
- The BIBLIOFILES Book Cart Drill Team performed at the TLA 2011 Book Cart Drill Team State Championship contest. Their routine titled The Right to Read: Censorship is a Ten Letter Word! received a perfect score from the judges.
- The 2011 READ poster entitled "READ: Your Life Depends on it" was unveiled. It features Austin's Public Safety Leaders—Police Chief Art Acevedo, Fire Chief Rhoda Mae Kerr and EMS Director Ernie Rodriguez
- City of Austin Budget Timeline and next steps: **July 27-** Proposed Budget presented to City Council; **August 17 & 24-** Budget work sessions; **September 12-14-** Council adopts Budget & Tax Rate
- The Southeast Austin Community Branch Library is scheduled to reopen in August.

2011 Employee Appreciation Award Winners

- The Project of the Year Award recipient is **Abriendo Brecha/Making Our Way, Steve Schwolert**, Exhibit Coordinator from the Austin History Center.
- The Teodoro "Pancho" Villa Customer Service Award recipient is **Todd Smith**, ACFS/Heat and Refrigeration Mechanic.
- The Leadership Award recipient is **Marti Cascio**, Administrative Manager.
- The recipient of the Team of the Year Award is the **Second Chance Books Team: Michelle Beebower, Devo Carpenter, Megan Clark, Sarah Cronin, Jennifer Hartley, Kathleen Houlihan, Heath Rezabek, Anita Rizley, Aubrey Sanders, Ellen Scott and Sue Soy.**
- The recipient of the Community Service Award is **David Spradling**, Library Services Manager at John Henry Faulk.
- The recipient of the Support Services Staff Member of the Year Award is **Beverly Rice**, Human Resources Specialist.
- The recipient of the Service to Young Shining Star Award is Youth Services Librarian **Stephanie Shipman**.
- The recipient of the Distinguished Service Award is **Grace McEvoy**, Photographic Lab Technician from the Austin History Center
- The winner of the Brenda Branch Public Service award is

Administrative Assistant **Tim Ader** from Manchaca Branch Library.

Facilities Services

New Central Library Project: On Monday, April 4, the Art in Public Places Panel approved of the process to move forward with issuing a Request for Qualifications (RFQ) to secure the services of an artist for the New Central Library Project. In this instance, the Request For Qualifications (RFQ) can be defined as the documents provided to potential artists to communicate the City of Austin's requirements for the artwork and to solicit Statements of Qualifications (SOQ). Part of the approval process included establishing the following schedule commissioning art for this landmark architecture project:

Monday, May 9, 2011 ~ Request for Qualifications advertised
Week of May 30, 2011 ~ An informational meeting (webinar format) conducted for interested artists
Wednesday, July 6, 2011 ~ Deadline for Submission of Qualifications
Week of July 11, 2011 ~ Selection Panel convenes to review submittals and to recommend up to three (3) finalists
Week of August 8, 2011 ~ Finalists visit Austin to view site and meet with the project team
Week of August October 3, 2011 ~ Finalists present proposals to the Selection Panel
November 7 & 21, 2011 ~ Approval of Selected Artist and Alternate by AIPP Panel and Arts Commission
December 8 or 15, 2011 ~ City Council approves artist contract

On Friday, April 8, 2011, the Public Works project manager for the New Central Library, along with the Library's Facilities Process Manager and Building Improvements Coordinator, visited with the design team at the offices of Lake/Flato Architects in San Antonio to view the work performed thus far during the Schematic Design Phase. The Schematic Design Phase was determined to be on schedule at the present time. As an outcome of the Lower Shoal Creek Design Charette (March 10, 2011), a meeting was held on Thursday, April 14, 2011 with the developers of the Seaholm tract and staff from the Public Works, Library, Economic Growth and Redevelopment Services, and Transportation departments of the City of Austin. The meeting was called to discuss and make final decisions regarding the configuration of the intersection of West Avenue and West Second Street as it will define the Northwest corner of the New Central Library property. On Monday, April 11 and again on Friday, April 15, 2011, members of the Executive Steering Committee for the New Central Library Project and Austin Energy officials met with the City Manager's Office to discuss the placement of Austin Energy's transmission lines amidst the physical

constraints of planned construction in the Seaholm Redevelopment District. The project schedule for the New Central Library remains as follows:

July 13, 2011 ~ Council approval of a Professional Services Amendment with the design team
Summer 2011 ~ Schematic Design Completed (30% Complete Design Package Delivered)

- August 18, 2011 ~ Council briefed
 - August 22, 2011 ~ Library Commission + Design Commission briefed
 - September 22, 2011~ Council Approval of Schematic Design
- Winter 2011 ~ Design Development Completed (60% Complete Design Package Delivered)
- Council briefed
 - Library Commission briefed
 - Council Approval Summer 2012 ~ Design Phase completed

Summer 2012 ~ Guaranteed Maximum Price Determined and Approved by Council

Fall 2012 ~ Permits received

Late Fall 2012 ~ Groundbreaking Ceremony conducted

January 2013 ~ Construction begins

January 2015 ~ Construction completed

Summer 2015 ~ Grand Opening Ceremony celebrated

Financial Year 2011-2012 Five Year Capital Improvement Program (CIP) Plan: The Capital Improvement Program Sub-Committee of the Planning Commission met on February 1, March 22, and again on April 14, 2011, to discuss neighborhood priority recommendations for the Fiscal Year 2012 Capital Improvements Program Five Year Plan. In the discussions between Commissioners, Capital Planning Officers and representatives from various neighborhood plan areas, it became evident that the most pressing concerns for the neighborhoods were parks and sidewalk improvements. The Capital Improvements Program (CIP) Fiscal Year 2012 Approval Schedule is as follows:

April 20, 2011 ~ Economic Outlook and 5 Year Financial Forecast presented to Council
May 3, 2011 ~ Planning Commission CIP Sub-Committee Meeting
May, 2011 ~ City Manager to review 5 Year CIP Plan & Bond Sale Schedule
May/June, 2011 ~ Presentations to CIP sub-Committee & Bond Oversight Committee
June 7, 2011 ~ Planning Commission CIP Sub-Committee Meeting
June 28, 2011 ~ Planning commission recommends FY2011-12 CIP Plan

July 27, 2011 ~ Proposed Capital Budget Presented to Council
August 25, 2011 ~ 2011 Bond Sale
September 12 – 14, 2011 ~ Capital Budget Approved by Council

Capital Project Needs Assessment: In order to enhance its long-range capital planning efforts, the City of Austin deems it essential at this time to complete a comprehensive assessment of its capital project needs. This assessment will be a key component in planning for future bond program proposals and supports the City of Austin's commitment to be the best managed city in the country. The scope of the 2011 Capital Project Needs Assessment includes:

- Drainage infrastructure projects
- Transportation projects (new capacity, system expansions, preservation of the existing system)
- City facilities (new facilities, expansions, major renovations)
- Other City support functions (such as fleet services)

Projects to be submitted as part of the assessment are expected to have been included in the FY 2012 CIP Plan submittals of the various departments. The schedule for the Capital Projects Needs Assessment process is as follows:

April 18, 2011 ~ Call for projects issued

June 3, 2011 ~ Project submittals due to Capital Planning Office (CPO)

June 6 – 23, 2011 ~ CPO review an assembly of proposed needs assessment; meetings with departments/ACMS

June 24, 2011~ Presentation of Proposed Needs Assessment to City Manager

Security Camera Installation Project: To date with this project, the Library Department has cabled 50 % of all Library locations and installed 75% of all the security cameras needed. Seven of the nine library sites identified as critical now have interior security cameras installed and fully functioning, and it is expected that the remaining two critical locations will be equipped by the end of April, 2011. A preliminary training manual has been issued to the Library project team for review and modification, and it is anticipated that training demonstrations will be scheduled for staff during May at the Faulk Central Library Security Control Room. The next phase of the project will consist of installation of all remaining, interior security cameras for library sites 10 to 21 as well as exterior cameras at the Windsor Park Branch. This will increase the total number of cameras installed by the Library Department from 99 to 126 units. Request for Changes have been issued by the Library Department to obtain additional equipment for this phase of the project. The Library locations included in each project phase are as follow:

- Phase I: Windsor Park, Southeast Austin Community, Oak Springs, Little Walnut Creek, St. John's, Terrazas, University Hills, Ruiz, and Carver branches
- Phase II: Faulk Central Library, Austin History Center, Howson Branch, Pleasant Hill Branch, Old Quarry Branch, Hampton Branch at Oak Hill, Spicewood

Springs Branch, Manchaca Road Branch, Milwood Branch, Yarborough Branch, Cepeda Branch and Recycled Reads Bookstore

Austin History Center ADA Compliant Ramp Installation

Project: The concrete forming the ramp has been placed and finished during a continuous operation. Due to concerns that the texture first approved by the engineers, which included a moisture curing compound, might provide too slick of a surface, the project manager opted to change the process to a continuous wet curing approach (water-saturated under an absorptive cover). This “old school” approach will produce a rougher finish texture, thereby enhancing safety, and should match the look of the nearby, existing sidewalks as closely as is possible. At this time, necessary modifications to the landscaping irrigation system are being carried out by the Library Department’s grounds maintenance contractor prior to work being initiated on the rest of the new flatwork called for in the project’s scope. Due to the longer curing process chosen for the concrete and the need for the irrigation system repairs, the substantial completion date for the project has been rescheduled to April 21, 2011.

Ongoing Infrastructure Renewal Projects: The Library Facilities Services Division continues to make good progress on a number of much needed improvements to the Austin Public Library’s physical plant throughout the department’s inventory of properties. A number of the more prominent of these projects are:

Austin History Center Sewer Retrofit: The branch sewer line servicing the Austin History Center has almost completely collapsed beneath the weight of the parking lot that the Austin History Center shares with the Faulk Central Library. Consequently, the Library Department has contracted with a consulting engineering firm to design a comprehensive retrofit for this failed underground utility pipeline. Due to the dissatisfaction of the Library Department with the progress being made on this pressing project, the engineer working on the design documents has been replaced by the firm under contract to produce these drawings and specifications. The Final Engineering Report has now been provided to the project manager and when finalized, the documents needed for the Quality Assurance/Quality Control Review can then be produced. As soon as the QA/QC Review process is completed, the project will be advertised for bids by contractors.

Southeast Austin Community Branch Library Renovation:

The Southeast Austin Community Branch Library is undergoing a renovation promised to the surrounding neighborhoods by the City Manager during meetings with the community in August of 2009 and September of 2010. The remodeling is progressing as planned, with the repainting of the interior walls completed featuring a lively palette of colors reflective of the vibrant community this branch library serves. Voice and data upgrades have likewise been completed for the interiors as have the exterior lighting enhancements. Re-leveling of the site’s sidewalks is 90% complete at this time. The original Congress Avenue brick pavers at the site were successfully salvaged and reinstalled, and an exterior security camera now watches over the South entrance to the

facility. Re-carpeting throughout the building is scheduled to be completed by the end of May and then a new arrangement of the shelving will be carried out to provide better sightlines and create more intimate groupings of furniture for group study purposes. For our many laptop computer using customers, additional electrical outlets will be installed along a WIFI counter built from sustainable materials. Finally, new and indestructible toilet partitions will replace the severely vandalized, existing partitions in both public restrooms. The re-opening of the Southeast Austin Community Branch Library is still anticipated to occur before the end of August, 2011.

Faulk Central Library Chiller and Cooling Tower Retrofit:

On Thursday, March 3, 2011, the Austin City Council authorized award and execution of a contract through the Texas Multiple Award Schedule (TXMAS) with Trane U.S., Inc. of La Crosse, Wisconsin to purchase and install a centrifugal chiller and cooling towers at the Faulk Central Library. However, the vendor’s corporate management did not sign their contract and place the order for the new equipment until April 14, 2011. With a thirteen week fabrication process required to produce the equipment, the project is now expected to be delayed for a month, with most of the heavy equipment installation and crane work anticipated to be carried out during July and final completion reached in August, 2011. The sequencing of demolition and equipment installation will require close coordination on this busy downtown district site. However, it is the intention of the project team not to affect the normal business of the Faulk Central Library and the Austin History Center, except during a few days of partial parking lot closures necessitated by crane operations. Those days that the crane will be on site will be publicized widely prior to the event.

Austin History Center

Programming & Outreach

- Saturday, March 26, Mexican American Neighborhood Liaison Gloria Espitia participated in the Cesar Chavez Si Se Pueda March that went from the Terrazas Branch Library to the State Capitol. At the Capitol, she gave a brief presentation about the importance of preserving history.

Collections

- Archives staff finished processing 8 collections and placed EAD encoded finding aids for these collections on the Internet at the TARO (Texas Archival Resources Online) website. These collections include the DeWitty Family Papers, Pax Christi Austin Records, Concordia Neighborhood Association Records, Alpha Omicron Pi Mothers Club Records, Ben Lee and Rosa Catherine Woolsey Chote Papers, Dr. Z.T. Scott Family Papers, Austin (Tex.) Sesquicentennial Commission Records, and the Mutual Savings Institution Records. The finding aids are available online at: http://www.lib.utexas.edu/taro/browse/browse_ahc1.html
- The AHC recently acquired the South River City Citizens Records (7 linear feet) – organizational records of a south Austin neighborhood association that includes a significant amount of materials concerning neighborhood issues concerning development and smart growth in south Austin.

- The Asian American holdings expanded in March with the 1st acquisition of materials related to the Burmese/Karen refugee community in Austin.
- In early March, the AHC finally completed the multi-year project to acquire the Pease Papers archives, a cache of letters related to former Texas governor Elisha Marshall Pease. The collection, numbering over 1300 letters and documents, are an important addition to the existing Niles-Graham-Pease collection and reunites documents that became separated over 70 years ago. Support for this acquisition came from many sources, including the Summerlee Foundation, Still Water Foundation, Austin Community Foundation, Friends of the Governor's Mansion, and numerous private donations. The AHC plans to seek grant funding to hire a project archivist to process this important collection.

Publications

- Photos from the AHC were purchased for use in the upcoming books Catholic Texans, to be published by the Catholic Diocese of Dallas, and Seat of Empire, written by Dr. Jeff Kerr.

Exhibits

- The AHC unveils a new exhibit in the David Earl Holt Photo Gallery (formerly known as the Reception Room), "Strife in the City: Austin during the Civil War." Historic photographs and documents from the Civil War era in Austin shed light on topics such as the political climate leading up to the start of the war, Austin's contributions on the battlefield and on the home front, life in Austin during the war, and Austin's role in the Reconstruction period. To mark the opening of the exhibit, the Austin History Center and the Texas Historical Commission (THC) will co-host a Texas Sesquicentennial of the American Civil War Initiative program on Wednesday, April 27 from 6:00 p.m. to 8:00 p.m. at the Austin History Center, 810 Guadalupe St.

Central Library Services

Central Library Services now provides another avenue for meeting the community's informational needs. Along with email, chat, phone and in-house service, Central Library Services now offers Text a Librarian @ APL to customers which gives them just another way to contact the Reference department for answers. The service is available the same hours as the John Henry Faulk Central Library hours.

Youth Services

Teen Services

Teen Services said goodbye to staff member Jenn Hartley, who moved to South Carolina. Teen Services staff received the Texas Library Association's prestigious Wayne Williams Project of the Year award for YomiCon, APL's anime and manga event. Staff also presented on the planning process for this event to a number of interested TLA attendees. Kristi Melvin was hired as a new Youth Librarian, she transferred from Branch Services.

Program Services

Prominence is the name of the game currently for Literature LIVE! They are featured on the cover of the Spring 2011 issue of the Texas Library Journal. The cover

article, written by Kathleen Houlihan, outlines the unique work that this team brings to the community.

The Second Chance Books Program received the APL Team of the Year Award for 2010. Team members include Michelle Beebower, Devo Carpenter, Megan Clark, Sarah Cronin, Jennifer Hartley, Kathleen Houlihan, Heath Rezabek, Anita Rizley, Aubrey Sanders, Ellen Scott and Sue Soy.

Children's Services

In March, Children's Services Librarians completed Session II of the Spring programming season. The Library's pilot program, "Storysign," in partnership with The Texas School for the Deaf, continued in March, with greater attendance and improved coordination. APL is hopeful that this program will continue, on a monthly basis at least, after the pilot period ends in June. Librarians Elizabeth Murphy and Aubrey Sanders presented Summer Reading Kit program ideas to the rest of Youth Services; librarians signed up for their choices of kit programs afterwards.

Recycled Reads

March revenue for Recycled Reads was approximately \$12,616 and over 3,900 people visited the store

More than twenty five volunteers on average donate over 512 hours of their time to the bookstore. More than 16 pallets of materials from the warehouse were processed and over 185 individual donations from the public were received.

Recycled Read provided SWS with samples of media items that need to be recycled and received a proposal from Cinco Electronics for the same items.

Recycled Reads is participating in the City's Austin Corps Internship program. Three high school students (two from Crockett, one from Eanes) are working 10/hrs. each at the bookstore on the weekend until mid May. They continued to finalize the details for Recyclable Art, a contest for reuse of obsolete media such as VHS and audio cassettes.

Volunteer Services

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| MARCH 2011 - STATISTICS | |
| Number of Volunteers | 168 |
| MARCH - Volunteer hours | 1757.57 |
| Volunteer Value* | \$20.85 |
| | \$36,520.23 |

March Incidents

- 3 Abandoning children or failing to supervise children at the Library
- 1 Bringing animals into the Library
- 1 Bringing in bedrolls, blankets or sleeping bags.
- 36 Disturbing others using the Library
- 1 Fighting
- 2 Entering unauthorized areas
- 22 Harassment/Sexual harassment of Library staff or customers
- 1 Indecent exposure

- 19 Violating Internet Policy
- 8 Intoxication resulting from alcohol or drugs
- 7 Mistreatment or vandalism of Library facilities,
materials, or equipment
- 8 Sleeping in the Library
- 1 Soliciting and panhandling
- 4 Appropriate clothing is required
- 5 Blocking access to Library entrances, passageways or
resources
- 15 Disorderly conduct
- 1 Unintended use of restrooms
- 5 Using obscene language
- 14 Leaving personal belongings unattended
- 4 Physically attack or threaten to attack another person
- 1 Public Lewdness
- 12 Theft of Library, staff, or customer property
- 3 Destruction of Library property
- 174 Total**

To see the complete up to date listing of events visit

<http://www.ci.austin.tx.us/library/calendar.htm>

Brenda Branch, Director of Libraries

