

A Regular Meeting of the Troy Library Advisory Board was held on Thursday, March 12, 2009, in the Conference Room of the Troy Public Library. Chair Kul Gauri called the meeting to order at 7:05 P.M.

ROLL CALL **PRESENT:** Belinda Shelton Duggan
 Kul Gauri
 Lynne Gregory
 Nancy Wheeler
 Joel Xu, Student Representative
 Audre Zembrzuski

Cathleen Russ, Library Director

Guests: Carolyn Easter, Business Office Coordinator; Julie Sigler

The Pledge of Allegiance to the Flag was given.

Resolution #LB-2009-3-01

Moved by Zembrzuski

Seconded by Wheeler

RESOLVED, That the minutes of the Library Advisory Board meeting, held on Thursday, February 12, 2009, be approved.

Yes: 4—Gauri, Gregory, Wheeler, Zembrzuski

No: 0

MOTION CARRIED

Resolution #LB-2009-3-02

Moved by Wheeler

Seconded by Zembrzuski

RESOLVED, That the agenda for the Thursday, March 12, 2009, meeting, be approved with one change, the addition of the Exam Proctoring Procedure, under New Business.

Yes: 4—Gauri, Gregory, Wheeler, Zembrzuski

No: 0 MOTION CARRIED

PUBLIC COMMENT—None

BOARD MEMBER COMMENTS—Wheeler apprised the LAB members about a conversation she had with a library patron and Troy resident regarding the free publication, The Metro Times. The patron was upset about the content of this publication. Wheeler reiterated the LAB's support of freedom of speech and stance opposing censorship. Zembrzuski complimented the library for having the HelpNow/Brainfuse database service, and suggested that it be publicized again, to ensure continuous awareness and promotion.

STUDENT REPRESENTATIVE'S COMMENTS—Xu inquired about the status of the café. Work is taking place currently. Russ hopes to have everything completed and the café open by May 1.

POSTPONED ITEMS There were no Postponed Items.

INTRODUCTION TO THE BUSINESS OFFICE—Carolyn Easter, Business Office Coordinator, gave a presentation regarding her job responsibilities, and gave the LAB members a tour of her office.

OLD BUSINESS

A. RFID update

The Library Director informed the LAB members that the Youth Services area has been tagged, so the second tagging machine is being moved up to the Adult Services area. Since the project began, 107 volunteers have donated a total of 1,182 hours. If we paid minimum wage for these hours, we would have had to pay \$8,746 in staff costs. These volunteers are helping enormously, and saving so much in staff time and labor cost. Russ will give you a final count of hours and other information once the project has been completed. At this point, we expect to finish ahead of the April 30 deadline.

NEW BUSINESS

A. Exam Proctoring Procedure

Russ distributed a copy of the Exam Proctoring Procedure to the LAB members, who expressed their support for it.

REPORTS & COMMUNICATIONS Director's Report—was received and filed. A copy will be attached to the minutes of this meeting.

MOTION CARRIED.

Friends of the Troy Public Library—see attached report.

Gifts

The LAB members reviewed the gifts received this month.

Informational Items.

Website address for Troy Public Library calendar:

<http://sl.libcoop.net/troy/lib/eventcalendar.asp>

Contacts and Correspondence.

The Library Advisory Board members reviewed the Visitor Comments.

Adjournment

The Library Board meeting adjourned at 8:40 P.M. The next meeting of the Library Advisory Board is Thursday, April 9, 2009, at 7 pm.

Kul Gauri Chairman

Cathleen Russ Recording Secretary

Library Advisory Board Meeting
Thursday, March 12, 2009 7 p.m.
Director's Report—March

Budget

We are two-thirds of the way through the budget year, and have expended 60% of our budget. That is a little bit under budget, which is good. Public hearings on the city's budget are scheduled for Monday, April 27 and Monday, May 4.

Personnel

Department heads will be making presentations to the LAB at their regularly-scheduled meetings starting in February. The schedule is as follows:

April 9: Lynne Lambert, Administration May 14: Michele McQuaid, Technical Services

We will resume these presentations in the fall, at the September meeting, after our summer break.

Kathryn McKinney, Circulation Coordinator, had her baby, Colton, on February 14. He weighed 8 lbs and 15 oz. Both mother and baby are doing very well. We expect Kathy to return to work sometime in May. Bonny Avery's last day was February 16. I have been acting as department head in both Youth Services and in the Circulation Department, and will be glad to have Kathy back! I do not know when Bonny's position will be posted, but I will keep you informed. We will also be interviewing internal candidates for the system administrator position, which will work with our new automation system Polaris.

Suburban Library Cooperative/Polaris

The contract with Polaris is nearing the final stages. I hope to have a timeline for implementation for you at the next Library Advisory Board meeting.

The Suburban Library Cooperative made some changes to the Library Card/Reciprocal Borrowing Agreement. In a nutshell, new card holders need to receive a library card from their home library. In other words, a Sterling Heights resident needs to have a SHL library card. This card can be used at TPL, but needs to be issued from the home library. This policy, communicated to the library directors on February 27, went into effect on March 2. I was not pleased with the 2-day notice we were given about this change. SLC is also raising the shared system fees by \$500 per license, which would have added an additional \$22,500 to the library's budget, if we'd stayed in the shared system.

General Library Operations I am very pleased to announce that the Troy Public Library has been awarded the 2009 World Book/American Library Association Information Literacy Goal Award. This is a national award, and very prestigious, and will be conferred upon TPL at the ALA conference in July. The amount of the award is \$5,000. The program we submitted is called "Information Literacy for the Job Seeker." We are going to create classes and other materials that will assist the many people seeking jobs to use the library's voluminous resources to find work. I am preparing a memo about this to let City Council know as well.

RFID Update The Youth Services area is almost completely finished being tagged; the only thing left to do are the displays!!! The YS RFID machine will be moving upstairs, so with two machines in that area, I expect Adult Services materials will be finished before much longer. Since we began this project, we have had 107 volunteers donate a total of 1,182 hours, as of March 6th. If we had to pay staff to do this work, at \$7.40/hr (minimum wage), we would have had to pay \$8,746 in staff costs. Our volunteers are wonderful! As of late February, Athens National Honors Society students had donated 92 hours and Troy High National Honors Society students had donated 290 hours. The remainder of the hours come from the community members (such as Lynne Gregory and Julie Sigler), and students not involved in the National Honors Society. 4

F·R·I·E·N·D·S



of the TROY PUBLIC LIBRARY

STRONG LIBRARIES BUILD STRONG COMMUNITIES

Friends of the Troy Public Library
March 2009
Report to the Library Advisory Board

The Friends have voted to go ahead with the renovation and improvements to the former Gift Shop space. Plans were submitted and construction will begin at the end of the month. We will be bumping a corner to increase floor space to be more useful, and adding a glass partition and doors to enclose and secure the new Friends Shop. We hope to reopen by mid May, with new and different merchandise and an increased presence to TPL patrons.

The Book Shop continues to be a strong operation. Donations have been steady and the customer traffic is very good. The Book Shop volunteers are a loyal and hardworking group and have been the backbone of the Book Shop's success.

The Friends have agreed to continue to support the Special Needs collection and the TPL book clubs, with the addition of a new non-fiction book club beginning next fall.

Submitted:
Rhonda Hendrickson
Communications Director