

**MINUTES OF THE MEETING OF
COLLIERVILLE PUBLIC LIBRARY BOARD
Tuesday, October 25, 2016**

The Collierville Public Library Board held a regular public meeting at 6:00 pm on Tuesday, October 25, 2016 in the Administrative Conference Room at Town Hall, located at 500 Poplar View Parkway.

1. **CALL TO ORDER:** Mr. Maier called the meeting to order.

2. **ROLL CALL:** The following members of the Library Board were present: Kathleen Bradley, Andre Crawford, Albert Grobmyer, Eddie Maier, Liz Rozanski, Ms. Pappas, and John Stamps.

3. **APPROVAL OF THE MINUTES FOR JULY 26, 2016:**

Ms. Rozanski made motion, seconded by Ms. Bradley to approve the minutes of the July 26, 2016 meeting as written.

Roll Call: Ms. Bradley – yes, Ms. Crawford –yes, Mr. Grobmyer – yes, Mr. Maier, Ms. Pappas – yes, Ms. Rozanski – yes, and Mr. Stamps – yes. Motion approved.

4. **ACCEPTANCE OF \$9536.80 IN DONATIONS TO THE COLLIERVILLE BURCH LIBRARY:**

The library received donations totaling \$9,536.80 for the period from July 1, 2016 through October 12, 2016. \$86.80 were anonymous and non-specified donations, which will be added to the materials budget, \$100 was given by Susan Hopson for materials, the Friends of the Library gave \$6,625 for materials and \$2,225 for computer equipment, specifically for the purchase of three laptops. The Kappa Kappa Gamma Fraternity gave \$500 which will be added to the materials budget. A total of \$7,311.80 will be added to the materials budget and \$2,225 will be added to the computer equipment budget.

Without further discussion, Ms. Rozanski made motion, seconded by Ms. Bradley to approve the acceptance of \$9,536.80 in donations to the Lucius E. and Elsie C. Burch Jr. Library.

Roll Call: Ms. Bradley – yes, Ms. Crawford – yes, Mr. Grobmyer – yes, Mr. Maier – yes, Ms. Pappas – yes, Ms. Rozanski – yes, and Mr. Stamps – yes. Motion approved.

5. **OTHER BUSINESS/DISCUSSION/STAFF UPDATES:**

Deanna Britton made a presentation regarding coding classes. She mentioned several locations which offer classes, such as, Sylvan Learning Center, The University of Memphis, the Memphis Public Library, the Collierville Parks and Recreation Department, and

Birmingham Public Library. Deanna stated that Youth Services Librarian, Jodi Hall scheduled a program with the Code Crew organization, through the University of Memphis, but they did not keep their appointment with her. Also, Jodi contacted the Mississippi group, Computer Explorers, which provides certified teachers and staff for hands on education. Jodi scheduled them to provide a three hour coding program for 8 - 12 year olds at the library on Saturday, February 11th at a cost of \$500 for 40 students. All of the equipment would be provided. Computer Explorers has been working with public and private schools for over 25 years. Jodi will see if they would be willing to do another program later in 2017.

Mr. Maier recommended a coding instructor named Kay Cooper to Deanna. Ms. Cooper's classes accommodate 15 students maximum. The Library would supply four laptops but additional students would need to provide their own devices. Classes would take place over a two month period, six Saturday mornings, for two hours. The specific dates have not been determined and the cost would be \$900 for the series.

Deanna stated that the total expense for the coding programs this fiscal year is \$1400. This represents approximately 22% of the total programming budget.

No one on staff is qualified to teach coding, but Teen Associate, Deborah Elam proposed a pilot program to be offered in the spring of 2017. Deanna outlined the specifics of the program.

- Ages 8 – 13 (Tween)
- Meet 1 x a week in March and April on Wednesday or Thursday from 4 – 5 pm in the Halle Room.
- Six spots with six laptops would be available, additional sign-up for four children that would bring their own devices.
- Start with the Scratch program.
- Two adult volunteers would be needed to help.
- Minimal instruction would be given.
- Deborah and the volunteers would act as cheerleaders.
- Mr. Maier volunteered to assist with the program.

Ms. Rozanski asked how the program signup would take place and Deanna responded that it would be on the website under the events calendar. Ms. Rozanski stated that Deanna went over and above in response to Kathleen's original request and will be interested in seeing what the attendance is and who the kids are that we are serving. Ms. Rozanski stated that spending 22% of the total budget on one type of program, that has a limited scope to a very particular audience, is very disproportionate. Ms. Rozanski will be very interested in seeing the return on investment, as other organizations charge for similar type of programs. Questions were asked regarding advertisement of the program, any prerequisites, and if we could charge a fee.

OTHER NEWS:

Deanna reiterated that the library is out of space. She had recently requested collection reports for weeding purposes. The results are as follows:

- With 19,000 total items owned in adult fiction, only 56 books had not circulated in 5 years.
- With 29,025 total items owned in Adult-Nonfiction, only 118 had not circulated in 5 years.
- In YA Fiction – 5,242 items, only one had not circulated in 5 years.
- Children's collection - 44,190 items with only 113 not circulated in 5 years.

These reports reflect both the utilization and relevancy of the collection.

Deanna discussed upcoming Special Activities and Programs:

Halloween Boo Bash – Ages 4 – 9, Thursday, October 27th, 6 – 7 pm.

Creepy Critters – Ages 6 – 10, two shows, Thursday, October 13th.

Child Development Program for Parents – Tuesday, October 25th from 6 – 7 pm with speaker Janna Hacker. Ms. Hacker has a M.A. in Speech Pathology and discussed speech language, motor skills, and social behavior.

Open Enrollment Medicare – Friday, November 4th from 10 – 3:30. Volunteers from the Aging Commission of the Mid-South will be on site to help people compare plans and enroll.

Coloring for Adults – a continuing program.

All Hands Productions – puppet program, "Santa's Missing Mail, December 21st.

Big Partnering Event with Main Street – Saturday, December 10th from 10:30 – Noon. The Library will place pages of the story, "The Mitten," in the windows of merchants along the Collierville Town Square. The final page of the story will be placed in the Collierville Train Depot window. Library staff will be at the Depot to giveaway a Christmas cookie and a special Library Christmas ornament to the first 100 children who finish the story walk. Hot cider will be provided to parents. A special photo opportunity will be available with a "face-in-the-hole" mitten, a graphic taken from the story. Library staff will be dressed in reindeer antlers and Santa hats. Information regarding Library services will be provided.

The story will be placed in the windows December 1st and be taken down December 31st.

Staff Development Day

A handout was passed out with the day's agenda.

Friends Book Sale

The book sale raised \$7689, a couple of hundred dollars more than the spring sale.

Items for 2018 Budget

Deanna is considering the following items for the budget for next year:

- **Security Cameras**
- **Constant Contact**
- **Boopsie** – This is a company that creates an app for the library website.
- **New furniture for Young Adult area Repair Café Program**

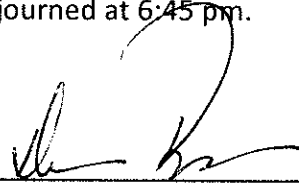
Deanna requested the boards' input about the Library hosting a Repair Café program which began in the Netherlands. Suggestions were made to possibly partner with Home Depot or Lowes.

ADJOURNMENT

Without further business the meeting was adjourned at 6:45 pm.



Eddie Maier, Chairman



Deanna Britton, Library Director