

KRUM LIBRARY ADVISORY BOARD MEETING NOTES

March 21, 2017

Meeting Started: 6:59 Meeting Ended: 7:58

Members:

Present:

Kelly Ring – Chair
Donna O’Dania – Vice Chair

Absent:

Bonnie Barthold
Charlotte Guest

Pamela Gregory
Adrienne Pohrte
Joy Wear

Donna Pierce- Librarian

Visitors: none

1. Pamela Gregory made a motion the minutes from the February meeting be approved and Adrienne Pohrte seconded.
2. Friends of the Library (Library Director Donna Pierce spoke for the Friends)
 - FOL is continuing to receive donations towards furnishings for the new building.
 - FOL contributed \$5000 towards the purchase of carpeting for the new library.
 - FOL has welcomed two new members.
3. Update from Library Director
 - A. Monthly Statistics
 - Total gate count was 914, with an average daily gate count of 48. There were 11 programs held, with a total program attendance of 62. Total circulation for the month of February was 1,178
 - B. Summer Reading Plans (SRP)
 - The Theme is Build a Better World
 - SRP will begin on Saturday, June 3 with the Grand Opening of the New Library Building
 - June Programming consists of the following:
 - Tuesdays – Special Programs, including Brett Roberts Bubble Show, Professor Brainius, Slick Jugglers, and the Repco Wildlife Program
 - Wednesdays – Children’s Hour and Drop-in Crafts
 - Thursdays – Adult Social Hour and programs focusing on stress-management
 - Fridays – Teen Time, including the Perot Tech Truck, Art with the Blue Diamond Art Gallery, and Stress Management through coloring
 - C. Update on New Building
 - The carpet has been installed.
 - The soft opening will be April 25
 - The Grand Opening will be June 3. Chair Kelly Ring will be responsible for this event, including planning, invitations, etc.
 - Craig Tappe has been hired to move books and shelves and other furnishings from the old building to the new. Staff will assist with moving supplies and office items.
 - Library will close on March 25 and re-open to the public on April 28.

4. Discuss, Consider, and Take Action Concerning Recommendation of Cleaning Company for New Building.
 - Three Denton-based companies submitted bids for monthly rates of cleaning the new building twice weekly. They are Alta Clean, Maid in America, and Regency Maintenance Service.
 - Alta Clean was selected as the Board's recommendation based on the following factors:
 - very detailed and well-organized bid proposal leaves no question of the services we can expect of them
 - the cleaning offered in proposal is thorough
 - availability for "emergency cleaning" as needed (such as after use of meeting room)
 - cost (\$530 monthly as compared to \$1090 and \$1085 respectively for Maid in America and Regency Maintenance Service)

Pam motioned and Joy seconded to select Alta Clean as the Board's recommendation. Motion passed.

5. Discuss, Consider, and Take Action Concerning Recommendation of Company to Lay Sod at the New Building
 - Bids for laying sod around the new building were received from Caleb Joiner of Joiner Irrigations Systems (in the amount of \$13,500), Richard Cosby of Texas Landscape Experts (in the amount of \$8,750), and Brent Greear of Veterans Landscape and Lawn Care (in the amount of \$5,850).
 - The Board recommends Veterans Landscape and Lawn because the services offered are comparable to the other bids at a lower price. Also, because the company comes highly recommended by David Morton, the builder we have worked with on this building project

Adrienne motioned and Pam seconded to select Veterans Landscape and Lawn as the Board's recommendation. Motion passed.

6. Discuss and Make Recommendations Concerning Changes to Meeting Room Policy and Reservation Agreement
 - Recommended changes suggested by City Council and City Attorney were presented by The Director. Clarification was needed for item (H) concerning money-raising activities. Once explained that it does not limit restrict meeting room access for non-profit fundraisers (eg Friends of the Library or Girl Scout Cookie Sales) but for commercial use changes were agreed upon by The Board.
7. Discuss Suggestions for Memorial/Donation Thank you Wall.
 - Director presented a star themed recognition wall that will be placed in the foyer. Levels include Comet (\$10,000+), Large Silver Star (\$5,000+), Large Gold Star (\$1,000+), Small Gold Star (\$100+), and Small Bronze Star (non-monetary donations).
 - Suggestion was agreed upon.

After adjourning, The Director gave a tour of the new facility to the appreciation and excitement of The Board.