



**THE LIBRARY COMMISSION
MINUTES**

**REGULAR MEETING
25, February, 2013**

The Library Commission convened in a Regular Meeting on Monday, February 25, 2013 at the Carver Branch Library, 1161 Angelina St. in Austin, Texas

Chair Peggy Pleasant called the Board Meeting to order at 6:00 p.m.

Board Members in Attendance: Chair Peggy Pleasant, Vice Chair Olga Wise, Patricia Dabbert, Sharon Kahn, Ben Ornelas and Lynne Wiggins

Board Members Absent: Wendy Price Todd

Staff in Attendance: Brenda Branch, Director of Libraries; Toni Lambert, Assistant Director of Libraries; John Gillum, Facilities Process Manager; Sharon Edwards, Acting Volunteer Coordinator; Steve Reich, Branch Manager and Toni Grasso, Administrative Manager.

1. Citizen Communication: None

2. Approval of Minutes from January 28, 2013 Regular Meeting

Motion to approve the minutes as amended by Commission Member Ornelas and second by Commission Member Dabbert passed on a 5-1-0 vote. The amendments were: page 2, New Business C, 1. change were to where

Those members voting aye were: Chair Pleasant, Vice Chair Wise and Commission Members Dabbert, Kahn, Ornelas

Abstain: Commissioner Member Wiggins abstained; she was not in attendance at the January meeting

Other: Commissioner Member Price Todd was absent

3. Introduction of Carver Branch Manager Steve Reich

The Carver Branch houses a Connected Youth Center and the Carver Computer and Job Search Center that teaches scheduled classes and assists walk-ins with job hunting. Annually, along with the museum, it hosts the African American Book Festival in June and this year will host the 4th annual YomiCon.

4. Presentation: Volunteering with the Austin Public Library

Sharon Edwards, Acting Volunteer Coordinator

APL volunteers tend to be highly educated and motivated. The Library can only average about 24 placements a month, but receives 35-40 requests per month. The majority of the positions are paging. Volunteers are required to have a Criminal Background Check completed and attend an orientation. The process can take up to a month for placement.

5. Old Business

a. 2013 Annual Internal Review

Chair Pleasant will complete the Review and send it to the Commission for review.

6. New Business

- a. Selection of Winners for APL Annual Employee Recognition Awards
The manuals and instructions were distributed to the Commission. The winners will be determined at the next meeting.
- b. Discussion on rescheduling March's meeting to daytime for media training addressing protocols for Boards and Commissions to use when addressing the press
Reyne Telles, Media Relations Manager with City of Austin Public Information Office will address the Commission at the April 22 meeting.
- c. Branch Liaison Briefings
 - 1) Vice Chair Wise will host a meet and greet session at the North Village Branch on March 23, 2013 from 3 pm-4 pm.
- d. Staff Briefings
 - 1) Facilities Update: see Director's Report
 - a) the remediation of the Seaholm site is complete
 - b) the groundbreaking ceremony
 - c) work has started for next year's CIP budget and work will begin on the first 3 CIPs from the 2012 Bond
 - d) RFID (radio frequency identification) is still unfunded but will ask for funding to complete 5 branches per year
 - 2) The 2013-2014 budget process has begun, APL will ask for staff
 - 3) Starting in March, the AE Utility bill check off fund for tree planting will be split between the Parks Department and the Library
 - 4) Austin Public Library Friends Foundation Update (APLFF)
 - a) APLFF and Badgerdog have started registrations for summer writing camps.
 - b) The New Fiction ConFab will be held Saturday, April 13.

7. Future Agenda Items

Adjourn: Chair adjourned the meeting at 7:46 p.m. without objection.