



Douglas Library Committee

Monthly Meeting Minutes
October 29, 2015
Library Large Conference Room
4:00 p.m. – 5:00 p.m

1) Call To Order

2) Roll Call

- Anne Mc Cleve
- Eva Escalante
- Maria Sexton
- Lawana Diffie
- Jennings Johnson
- Jose Frisby
-

Other:

Staff Representation:

- Ana Urquijo, Deputy City Manager
- Venessa Cancio, Library Manager

3) Approval of Minutes –June 25, 2015

Motion made by Anne McCleve and seconded by Jose Frisby to approve the minutes. Motion passed unanimously.

4) Upcoming Library Programs & Recap on August, September, & October Events

The library took part in the Care Fair this year and provided free school supplies, such as pencils and rulers to those that attended the event. There was a great turnout for this event. September was National Library Card Sign-Up month. The library had a program to where all children and teens that sign-up for their first library card in September would receive a gift card. McDonalds, Dairy Queen, Church's, and the Aquatic Center provided the free gift cards. We had 105 participants sign up for a new library card in September. August and September were light on programming and events so that staff could recuperate from a busy Summer Reading Program. These two months also were spent planning our holiday programming that would take place in October, November, and December.

The library had a busy October with a lot of seasonal programming. The Friends of the Library had their fall book sale in October. Last year the library had a significant increase in program statistics, showing the popularity of seasonal programming. As a result, the library continued to have seasonal programming for October. This year so far, the library has had 14 programs in total for children, teens, and adults, with a program attendance of 409 people. There are still 3 more programs for the month. Comparing last year's programming statistics, the library had 25 programs; this year 17. The decrease in programming was unfortunately due to the staff changes, leaving the library shorthanded. Last year the library had a total program attendance for the month of 443. It is expected that we will meet this same number for this month. Even though the library did not increase program statistics this year for October, our events were more attended this year and staff was able to put on great programming, despite being shorthanded. Overall, October was a success and the staff enjoyed planning and executing all the events.

Upcoming Events for August

The library will have its second annual Food for Fines program and collection for the Elderly Homes that will be part of the City of Douglas Holiday Drive. We will start a new teen program called Anime Afternoon. The library will have a Children's Day of the Dead movie and craft event.

5) General Report/Update on Library Issues by Venessa Cancio

The library has hired Luis Martinez to fill the Library Aide position vacancy; other changes made to staffing include increasing one of our Library Specialist II positions to 40 hrs from the current 20 hrs. Venessa Cancio gave the committee an update on changes being made to library fines and fees policies. It was mentioned that the proposed policy changes may be taken to Council. The committee requested to be notified if the policy changes are discussed in a Council meeting so that they may attend.

6) Member Reports

The committee decided to forgo a meeting in November since our usual date would take place on Thanksgiving. Instead, the committee decided to have our November/December meeting on December 3, 2015 since the weeks closer to Christmas would be a busy time for everyone.

7) Next Meeting Date

December 3, 2015

8) Adjournment

4:45 pm

For reasonable accommodations pursuant to the Americans with Disabilities Act (ADA), call (520) 417-7326 as early as possible to coordinate needed arrangements.

For further information, call Ana Urquijo (520) 417-7326.

Posted on : _____ (date and time)

By: _____ (print and signing)