

## ***MISSION***

The *mission* of the Montgomery City-County Public Library System is to make readily available to all residents of Montgomery County access to materials, information, and services to meet their personal, educational, cultural, and occupational needs.

## ***Vision***

It is the *vision* of the Montgomery City-County Public Library System to work with individuals, organizations, and agencies in this community to identify current needs, anticipate future demands due to expected explosive growth in the county, and exceed those expectations with quality services, innovative programming, improved technology, and exceptional facilities.

### MONTGOMERY CITY-COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES'

## **AGENDA**

Thursday, November 18, 2010  
4 PM

***EL Lowder Regional Library***  
Thomas McPherson, President  
Presiding

- I. Call to Order – Roll Call & Adoption of Agenda
- II. Board Training – No Training this month
- III. Current Business
  - Action:** Approval of Minutes of September 9, 2010 (emailed)
  - Financial Reports: Finance Committee
    - Action:** August & September 2010 Financials Action
- VI. President's Report –
  1. Update on Library Foundation – Courtney Williams Action
  2. Update on Performance Evaluation System of Library Director Action
  3. RFID funding status
- V. Director's Report - Jaunita Owes, Library Director
  1. Mr. Hulen Bivins, Assistant Director Alabama Public Library Service will retire this month and become the Director of the North Dakota State Library. Mr. Bivins has served as MCCPL's assigned state consultant over the past five years.
  2. September Circ reports e-mailed
  3. **Personnel Management:**
    - a. 1 Librarian I (with MLS degree) is now in place at Rosa Parks Avenue Branch Library;
    - b. 1 Librarian III (with MLS degree) is now in place at EL Lowder Library;
    - c. 1-Library Assistant I in training (MEd in Library Educational Media); 1 Library Assistant I rejected the offer.
    - d. Staff Development Day – A successful day as represented in the evaluations from the staff.
    - e. Webinars conducted in the following areas: Transforming Our Image sponsored by the American Library Association;
  4. **Technology:**
    - a. Agreement signed with Sirsi/Dynix to begin the implementation of RFID. First step is to get the equipment ordered and schedule all necessary training for Technical Services, Morgan, Lowder and Extension Service staffs.
  5. **Programming:**

- a. Homework Tutoring – over 100 students are enrolled in the tutoring program; there are approximately 50 tutors from three sororities, Alabama State University and city employees. Greatest need is in high math areas and reading.

Weekly attendance stats

October 12	10 tutors	21 students
October 19	13 tutors	38 students
October 26	16 tutors	48 students
November 2	10 tutors	30 students
November 9	18 tutors	36 students
November 16	12 tutors	40 students

**6. Marketing**

- a. Customer Satisfaction Survey will be conducted December 6-17, 2010 via e- Mail only.
- b. New Library Video to be viewed today
- c. Website design is progressing and should be ready for release in late December or early January

**7. Material Collection:**

- a. Downloadable books – The Library will enter into a contract with the vendor, OVERDRIVE, to provide access to downloadable audio books, e-books, music and video. The staff tested and reviewed several vendors and has made the recommendation to accept the following package. First year purchase cost of \$15,000 to have access to a collection of over 350,000 titles. In the first year the library will select approximately 20 titles a (with a \$7,500 material credit) month to add to its collection. In the second year, the library will have \$2,500 material credit selection. The cost for access for each of the first three years is \$15,000; the fourth year access will be \$12,000 with \$0 material selection. All selections above the noted credits will cost extra. Only 1 downloadable item can be checked out at a time. MARC records cost extra (\$1.50 per record)
- b. Archiving volumes of reference material – The Reference Department through the Collection Development Librarian will begin to remove (archive) approximately 2,700 volumes from the reference shelves and replace them with electronic access. Savings to library on standing orders = \$49,193. Electronic access to these same titles = \$143,444- (50% discount) = \$71,772 to be paid in three annual payments of \$23,226.

**8. Budget & Finance**

- a. Annual audit should begin in December
9. Library Journal Library Design Seminar held in Greenville, South Carolina on November 8-19, 2010 and attended by the Library Director

**Action:** Approval of Director's Report

**VI. Committee Reports**

1. New Library Planning Committee – Ken Coleman, Chair  
*A New Horizon... Juliette Hampton Morgan Library-* Jaunita Owes
2. Nominating Committee – No report
3. Finance Committee – Catherine Wright

**VII. Unfinished Business**

**VIII. New Business**

1. 2011 meeting schedule
- Miscellaneous  
Adjournment

Please be certain to sign in as you enter the meeting so that your attendance might be recorded.