

Hidalgo County Library System
Advisory Board Meeting
Date: January 17, 2018
Location: Dr. Hector P. Garcia Memorial Library

Directors (or Representatives) Present:

Frank Perez	Donna	Kate Horan	McAllen
Jose Tamez	Edinburg	Marisol Vidales	Mercedes
Hilda Molina	Elsa	Mayra Rocha	Mission
Anabel Pintor	Hidalgo	Mike Singleterry	Pharr
Susana Villegas	La Joya	Armandina Sesin	San Juan

Board Members Present:

Christine Warren Weslaco

Others Present:

Albert Chambers	Donna	Eddie Lopez	McAllen
Suehay Rios	Hidalgo	Michelle Muniz	Mercedes
Jorge Gonzalez	McAllen	Carlos Alvarez	Pharr

I. Call to Order Kate called the meeting to order at 11:29 a.m.

II. Review of Minutes

A. Review of December Minutes

The minutes from October 18, 2018 were modified to correct grammatical errors. All in favor.

III. Old Business

B. WRAD Flyer & Guest Readers

Kate thanked everyone present for making World Read Aloud Day a reality in such a short amount of time. A flyer was distributed with the details to each library's event. Kate mentioned that her goal was to go before County Commissioners 4 times a year for World Read Aloud Day, National Library Week, Summer Reading Program, and National Library Card Month.

C. TLC E-Commerce Update

Jorge mentioned that the process for setting up the e-commerce had initiated. He mentioned that there would be a 2.9% fee and 30 cent fee added to each transaction. Mayra mentioned that she was pending a conversation with her current interim City Attorney to see if an addendum was needed to proceed with using Mission as the

financial intermediary. A motion was made Hilda to add a \$1.00 convenience fee to each transaction. Mayra seconded. All in favor. Motion passed.

D. RB Digital Budget Report – Mayra Rocha

Mayra mentioned that she had received copies of orders placed by McAllen and Weslaco. Total expenditures were \$2,561.43 which left a balance of \$69,629.91 left to spend. A question was raised concerning e-bates and Mayra said she would update the report with new figures when e-bates were received. Kate mentioned that each library should commit to submit an order by March in the amount of \$1,000-\$1,200.

E. Annual County Report Update

Eddie reminded everyone to reply to his email by January 20th. He mentioned he had only received information from 7 libraries. He asked if libraries could also submit 3-4 of your best pictures. This report needs to be ready by the County meeting scheduled for January 29th.

IV. New Business

F. Circulation Guidelines Revisions Vote

Mayra made a motion to accept the HCLS Circulation Guidelines as amended. Marisol seconded. Floor was open for discussion. On #4 of the Guidelines, the fine amount will be increased from \$1.00 to \$3.00. On #7 'or not loan' was added to read 'It is up to each individual library to loan or not loan Audio/Visual material'. On #8, it was reworded to read 'New books and best sellers may or may not be loaned as ILLs according to the lending libraries' policies'. On #9, 'may or may not' was added. On #11, 'he' was changed to 'they' and the sentence was reworded to be grammatically correct. On #12, 'Does not apply to e-Cards' was added. On #13, the words 'at least' were removed. On #14, the words 'and when' were added and the time period for extensions was changed from two weeks to one month. On #15, 'Inter' was changed to 'Intra'. On #16, 'Inter' was changed to 'Intra' and the words 'by courier service being used' were removed. All in favor. Motion passed.

G. County Funds Distribution Vote

Armandina made a motion for County funds to be equally distributed to member libraries after paying for TLC. Hilda seconded. Motion passed.

H. County Commission – January 29th – E-Library Report

The annual county report is being compiled by Eddie and will be presented by Kate on the County Commissioner's meeting on January 29th. Library members are encouraged to attend. Kate mentioned that she hoped to have the Interlocal Agreement on that meeting as well.

I. FESTIBA – Jardin del Arte

Jose mentioned that FESTIBA would be taking place on March 1st from 6-10 pm. He said he would be sending out an email so libraries can sign up to cover the HCLS table. At the table we will be promoting RB Digital and libraries are encouraged to take an activity for the children.

IV. Information Exchange

February 21, 2019 Meeting: Mayor Joe V. Sanchez Public Library

Mike mentioned that Pharr had a new Reference Library named Carlos Alvarez.

Kate mentioned she had a new Assistant Director of Public Services named Aleksa Eckles.

Meeting adjourned at 12:34 pm.