

**THE SOUTH PHARR OUTREACH LIBRARY BOARD  
MEETING MINUTES  
COMMENCING AT 6:00 P.M. ON  
THURSDAY, SEPTEMBER 14, 2017**

*On the 14<sup>th</sup> day of September 2017 at the City Commissioners Room 118 South Cage 2nd Floor Pharr, Texas, the South Pharr Outreach Library Board met for a regular call meeting and following is the record of attendance.*

**1. CALL MEETING TO ORDER:**

*Mrs. Diana Ruiz called the meeting to order at 6:00 p.m.*

**2. ROLL CALL:**

**MEMBERS PRESENT**

*Liliana Gomez  
Nayla Palacios  
Claudia Garcia  
Diana Ruiz*

**MEMBERS ABSENT:**

*Nathalie Farias*

**STAFF PRESENT:**

*Adolfo Garcia, Library Director  
Imelda Palacios, Secretary  
Mike Singleterry, Reference Supervisor*

**3. PUBLIC COMMENTS:**

*Chairperson Diana Ruiz introduced the item. There were no public comments.*

**4. REGULAR AGENDA – OPEN SESSION:**

**A) APPROVAL OF MINUTES FOR JULY 13, 2017**

*Chairperson Diana Ruiz introduced the item.*

*Claudia Garcia **moved** to approve the Minutes for July 13, 2017 with corrections added and Liliana Gomez seconded the motion and when it put to vote, it carried unanimously.*

## **B) DISCUSSION OF CONSTRUCTION FOR SOUTH PHARR DEVELOPMENT AND RESEARCH CENTER.**

Chairperson Diana Ruiz introduced the item.

Adolfo Garcia, Library Director, stated a field observation and status report was included in their packets that included how much has been spent and the progress of the entire project. He further stated the Research and Development Center schedule estimated completion was at 60% and the total cost was about \$4 million dollars. Mr. Garcia also reported there was a change order for a concession window to be added that would cost \$3,000 to \$4,000. He also stated a change order would be presented in the commissioner's meeting for the flagpole to be added that would cost \$9,000.

Adolfo Garcia, Library Director, extended an invitation to the board to attend a construction meeting on Friday, September 15, 2017 at 9:00 a.m. and a walk through at 9:30 a.m. with some of elected officials and library staff members attending. Mr. Garcia reported the furniture will be bid out and will be over \$200,000. Lastly, he reported the ribbon cutting would take place in January 2018.

## **5. PRESENTATION OF DIRECTOR'S REPORT**

Chairperson Diana Ruiz introduced the item.

Adolfo Garcia, Library Director, reported he made some increases to the budget to cover the costs of the library in south Pharr and stated he would start the hiring process of six new employees for the South Pharr Development and Research Center in November.

Diana Ruiz, Chairperson suggested to Mr. Garcia to consider hiring people from the area of south Pharr that meet the qualifications. Mr. Garcia stated there were 27 employees at the Pharr Memorial Library and stated they get three work-studies every semester and have volunteers.

Adolfo Garcia, Library Director, reported the library was getting ready for the Halloween event.

Adolfo Garcia, Library Director, further reported the library's revenues year to date were over \$70,000. He stated the current capacity for computers was 85 and 40 computers would be added to the south Pharr library with WFI available. He stated the current meeting room capacity was for 49 people and the capacity at south Pharr library would be the double.

Mr. Garcia also reported library was State Credited yearly and was CIPA compliant with filters that oversee the library's computers to protect the children. Mr. Garcia stated the visitor count for the library yearly was about 200,000 people. Mr. Garcia reported the current library budget

was about \$950,000 and increase to \$1,500,000 run both facilities starting in October 1, 2017 through September 30, 2018.

Adolfo Garcia, Library Director reported the Pharr Memorial Library was part of the Hidalgo County System which recently the purchase for an ELIBRARY was made costing \$400,000. He stated this allows patrons the access to thousands of downloadable books collections, digital audio downloadable books and magazines with no late fee charges.

Mr. Garcia presented a picture of the murals below the pedestrian bridge on Jones Box Park and ended his report by stating the Pharr Memorial Library strives to promote the love of reading and serve as a gateway to knowledge for our community, which was established in 1930 and have been open for over 85 years of service.

Diana Ruiz, Chairperson stated the board would be going out to the community to ask what their needs were to be able to request for funding from organizations and apply for grants.

Adolfo Garcia, Library Director introduced Mike Singleterry, Reference Supervisor, to report on the Reference department duties which includes hosting various nonprofit organizations and managing various activities.

## 6. ADJOURNMENT

There being no other business to come before the Library Advisory Board, Member Liliana Gomez **moved** to adjourn the meeting and was second by Claudia Garcia. Meeting was adjourned at 6:51 p.m.



Chairperson

ATTEST:

  
Imelda Palacios, Secretary

APPROVED DATE: 11-15-17