

**TAKE NOTICE THAT A REGULAR MEETING
OF THE LIBRARY BOARD
OF THE CITY OF PHARR, TEXAS
WILL BE HELD AT THE CITY COMMISSIONERS ROOM
118 SOUTH CAGE 2nd FLOOR, PHARR, TEXAS
COMMENCING AT 6:00 P.M. ON
THURSDAY, JANUARY 26, 2017**

In compliance with Chapter 551 of the Texas government Code, Vernon's Texas Codes annotated (Open Meeting Act), NOTICE IS HEREBY GIVEN THAT THE LIBRARY BOARD OF THE CITY OF PHARR, TEXAS will be meeting in a regular called meeting to consider and discuss the following.

- A. Call Meeting to Order*
- B. Roll Call*
- C. Public Comments (Ordinance No. O-2015-28) A registered speaker may speak on several items or topics of public concern; however, a speaker may not exceed three (3) minutes as a whole when addressing the board. A registered speaker may not donate time to another speaker. No more than five (5) registered persons may speak at a scheduled meeting. A sign-in form must be filled out prior to the meeting to allow the registered speaker to address the governing body.*
- D. Consider Approval of Minutes: November 17, 2016-Regular Called Meeting*
- E. Presentation of Director's Report*
- F. Discussion of Schedule for upcoming Library Board Meetings*
- G. Updates of the South Pharr Research and Development Center construction and discussion of furniture layout*
- H. Adjournment*

I, the undersigned authority, do hereby certify that the above Notice of said Meeting of the Library Board of the City of Pharr was posted on a bulletin board in City Hall and readily accessible to the general public at all times and on the city's web page at www.pharr-tx.gov; that said Notice was posted on the 9th day of January, 2017 at 4:00 P.M. and; the said Notice will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Texas Government Code (Open Meetings Act).

WITNESS MY HAND AND SEAL, on this 9th day of January, 2017.



Hilda Pedraza

HILDA PEDRAZA, CITY CLERK

**PHARR MEMORIAL LIBRARY BOARD
MEETING MINUTES
COMMENCING AT 6:00 P.M. ON
THURSDAY, January 26, 2017**

On the 26th day of January 2017 held at the City Commissioners Room 118 South Cage 2nd Floor Pharr, Texas, the Pharr Memorial Library board met for a regular call meeting and following is the record of attendance.

ITEM A: CALL MEETING TO ORDER

Mrs. Aida Escobar called the meeting to order at 6:00 p.m.

ITEM B: ROLL CALL

MEMBERS PRESENT:

*Aida Escobar
Anita Vela
Emma Rosalez-Garcia
Leonila Izaguirre
Mary Q. Gonzalez*

MEMBERS ABSENT:

*Enriqueta Brewster, advised Chairperson, Aida Escobar of her absence due to medical reasons and Diana Farias, advised Chairperson, Aida Escobar of her resignation via e-mail.
Eleazar Guajardo*

STAFF PRESENT:

*Adolfo Garcia, Library Director
Imelda Palacios, Secretary*

ITEM C: PUBLIC COMMENTS

Chairperson Aida Escobar introduced the item. There were no public comments.

ITEM D: CONSIDER APPROVAL OF MINUTES November 17, 2016.

Mary Q. Gonzalez moved to approve the minutes. Leonila Izaguirre seconded the motion and when it put to a vote, it carried unanimously.

ITEM E: PRESENTATION OF DIRECTOR'S REPORT

Chairperson Aida Escobar introduced the item.

Adolfo Garcia, Library Director announced the library's budget report is year to date from October 2016 through the end of December 2016. He discussed several accounts from the Library budget.

Adolfo Garcia, Library Director, reported the Christmas party known as Christmas Night at the Library had about 300 – 400 guest that night. He further reported the door count for last fiscal year was 236,269 and this year is at 57,909, the count will increase by the end of December. Mr. Garcia also reported the patron's registration count for issuing library cards is 100 per month. The computer sessions have increased through the end of December by 33,985 patrons using the computers. He reported the wireless user's also had a big increase and now the library has a new system of accountability that can tract number of patrons using the wireless access at any given time. He stated the library's wireless was the fastest among all the libraries in the Hidalgo County with an increase of 20,122 of wireless user's of computer sessions. He also mentioned the Café 121 revenues go back to the general funds library and was over \$15,000.

ITEM F: DISCUSSION OF SCHEDULE FOR UPCOMING LIBRARY BOARD MEETINGS

Adolfo Garcia, Library Director, presented the schedule of upcoming Library Board Meetings and mentioned the Library Board meets every other month. Mr. Garcia stated the next upcoming meeting would be March 16, 2017 and announced the new location for upcoming meetings would be at the City Commissioners Room 118 South Cage 2nd Floor, Pharr, Texas 78577. He also mentioned the library would be sending a reminder via post cards including an agenda packet via email.

ITEM G: UPDATES OF THE SOUTH PHARR RESEARCH AND DEVELOPMENT CENTER CONSTRUCTION

Adolfo Garcia, Library Director, introduced the item.

Mr. Garcia reported the bids have been received by the city and the library was getting ready to hire the construction company to start construction of the South Pharr Research Development Center and layout was included. Mr. Garcia reported he had been working with a company that works with the school districts to provide furniture and the company was part Buy of Board and part State Contract. He mentioned the layout will be kept high tech it will not have too many books but it will be including a lot of technology and digital collection that will be implemented. Adolfo Garcia, Library Director, further reported the digital collection will increase this month and it will consist of about 30,000 – 40,000 books in digital format and will be ready by the time the facility opens. Also included are 30 computers for adults, 8 computers for kids the children's area, and will have adequate furniture for kids and restrooms in addition to the layout, and will include 3 study rooms, meeting rooms on a separate area of the facility and an exhibit hall. Mr. Garcia lastly reported 20,000 physical copies of books will be stored in the facility.

He stated he will be looking for sponsorships naming rights for some of the study rooms as well for meeting rooms the Friends of the Library which have already donated \$5,000 to buy furniture for each of the study rooms and a plaque to recognize their sponsorship in the facility.

ITEM H: ADJOURNMENT

There being no other business to come before the Library Advisory Board, Mrs. Anita Vela **moved** to adjourn the meeting and was seconded by Mrs. Mary Q. Gonzalez. Meeting was adjourned at 6.26 p.m.


Chairperson

ATTEST:


Imelda Palacios, Secretary

APPROVED DATE: 3-16-17

CITY OF PHARR

LIBRARY

PERFORMANCE INDICATORS

Inputs:

Full time employees	27				
Department expenditures	\$ 957,085.23	\$ 1,008,917.00	\$ 896,867.99	\$ 359,569.63	

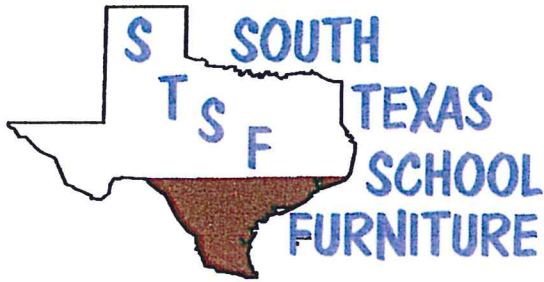
Outputs:

Door Count	285,415	275,209	236,269	96,126	
Patron Registrations	1,196	1,284	1,417	464	
Computer Sessions	123,567	131,077	107,950	53,762	
Wireless Users	6,592	6,980	7,495	37,148	
Active Borrowers	34,477	36,985	40,311	243,252	
Circulation Transactions (checkouts)	78,166	85,001	90,194	30,304	
Café 121 Revenue	\$ 16,141.17	\$ 20,042.15	\$ 21,398.80	\$ 9,443.25	
Circulation Revenue	\$ 50,582.15	\$ 60,201.51	\$ 60,585.59	\$ 27,386.16	
Items Added to Collection	4,164	4,719	4,592	1,079	
Items Deleted from collection(weeding)	5,622	7,011	3,846	563	
Number of Children's Programs	-	-	329	116	
Program Attendance				357	
Children's Summer Program Registrations	988	1,128	1,017	-	
Children reaching Summer reading goals	288	360	412	-	
Summer Programs attendance	3,242	3,168	1,827	-	
Number of Programs	95	1,125	70	-	
Number of Books read by Children	9,070	13,050	13,410	-	

Effectiveness:

Percent of residents with a library card	N/A	N/A	54%	54%	
Expenditures per capita	\$ 12.93	\$ 13.63	\$ 12.12	\$ 4.86	

PERFORMANCE INDICATORS			Nov-16	Dec-16	Jan-17	Feb-17
Inputs:						
Full time employees			27	27	27	27
Department expenditures			\$ 82,003.01	\$ 64,462.37	\$ 74,915.41	\$ 75,786.26
Outputs:						
Door Count			18160	16,336	19,247	18,970
Patron Registrations			103	51	103	105
Computer Sessions			11709	11,124	11,680	8,097
Wireless Users			7453	6,819	7,196	7,573
Active Borrowers			40516	40,567	40,670	40,775
Circulation Transactions (checkouts)			6476	5,124	7,106	5,496
Café 121 Revenue			1860.05	\$ 1,532.79	\$ 1,833.50	\$ 1,943.01
Circulation Revenue			5086.43	\$ 4,559.87	\$ 6,040.53	\$ 5,903.42
Items Added to Collection			121	87	339	248
Items Deleted from collection(weeding)			188	16	288	68
Number of Children's Programs			23	20	20	28
Program Attendance						357
Children's Summer Program Registrations			0	-		
Children reaching Summer reading goals			0	-		
Summer Programs attendance			0	-		
Number of Programs			0	-		
Number of Books read by Children			0	-		
Effectiveness:						
Percent of residents with a library card						
Expenditures per capita			\$ 1.11	\$ 0.87	\$ 1.01	\$ 1.02



107 North Main
Hallettsville, TX 77964
800-353-3685
361-798-4365-fax
www.texaslibrary.com



BuyBoard #503-16

TO:
Mr. Adolfo Garcia
Director of Library
City of Pharr
121 Cherokee St.
Pharr, TX 78577

Date: 10/12/2016
Quote No.: Q-16-DM0024R2
Sales Rep: Dave Martinez

REF: Pharr Memorial Library

Dear Mr. Garcia:

We would like to quote a price for the following library furniture:

ITEM #	QTY	MFR / MODEL #	DESCRIPTION	WxHxD	UNIT PRICE	TOTAL PRICE
LIBRARY						
1	3	Tesco #6501-152-152	SF Shelving Starter - 36x72x12 back - 5 metal shelves - canopy top		\$ 420.00	\$ 1,260.00
2	9	Tesco #6502-152-152	SF Shelving Adder - 36x72x12 back - 5 metal shelves - canopy top		\$ 330.00	\$ 2,970.00
3	1	Tesco #6501-152-162	SF Shelving Starter - Magazine - 36x72x12 back - 4 flat - 4 sloped metal - canopy top		\$ 460.00	\$ 460.00
4	5	Tesco #6502-152-162	SF Shelving Adder - Magazine - 36x72x12 back - 4 flat - 4 sloped metal - canopy top		\$ 375.00	\$ 1,875.00
5	7	Tesco #6503-157-153	DF Shelving Adder - Magazine - 36x72x24 back - 10 metal shelves - canopy top		\$ 730.00	\$ 5,110.00
6	14	Tesco #6504-157-153	DF Shelving Adder - Magazine - 36x72x24 back - 10 metal shelves - canopy top		\$ 570.00	\$ 7,980.00
7	3	Tesco #6583-137-253	DF Mobile Shelving Starter - 36x48x24 back - 6 metal shelves - continuous top		\$ 605.00	\$ 1,815.00
8	3	Tesco #6584-137-253	DF Mobile Shelving Adder - 36x48x24 back - 6 metal shelves - continuous top		\$ 505.00	\$ 1,515.00
9	12	Tesco #4913-894-310	Rectangle Table - 72x29x36 apron - bullnose edge		\$ 510.00	\$ 6,120.00
10	2	Tesco #4321-36-10P	DF Magazine Rack - 36x40x26 panels ends - 10 pockets (5 per side)		\$ 1,325.00	\$ 2,650.00

ITEM #	QTY	MFR / MODEL #	DESCRIPTION	WxHxD	UNIT PRICE	TOTAL PRICE
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11	1	Tesco	DF Computer Station Starter - 36x36x60	\$ 1,440.00	\$ 1,440.00
		#4212-273-385	full panel - adjustable work height - bullnose edge		
12	3	Tesco	DF Computer Station Adder - 36x36x60	\$ 1,085.00	\$ 3,255.00
		#4222-273-385	full panel - adjustable work height - bullnose edge		
13	2	Tesco	DF Carrel Starter - 36x45x60	\$ 1,430.00	\$ 2,860.00
		#4212-293-325	full panel - full height - no shelf - 29" work height - bullnose edge		
14	10	Tesco	DF Carrel Adder - 36x45x60	\$ 1,260.00	\$ 12,600.00
		#4222-293-325	full panel - full height - no shelf - 29" work height - bullnose edge		
15	4	Tesco	Deluxe Double Pedestal Desk - 60x30x30	\$ 1,260.00	\$ 5,040.00
		#4761-492-361	box/box/file pedestal - file/file pedestal - center drawer - lock - bullnose edge		
16	3	Tesco	Square Table - 48x29x48	\$ 445.00	\$ 1,335.00
		#4912-696-310	apron - bullnose edge		
17	3	Tesco	SF Computer Workstation Starter - 72x36x30	\$ 1,100.00	\$ 3,300.00
		#4211-277-382	panel ends - 27" work height - bullnose edge		
18	1	Tesco	Circulation Desk Assembly		
			modular units - continuous top - bullnose edge		
18-EP	2	Tesco	Finished End Panel - 32"h	\$ 130.00	\$ 260.00
		#4481-36-32			
18-PL	24	Tesco	Patron Ledge - 16"h	\$ 175.00	\$ 4,200.00
		#4490			
18-CD1	1	Tesco	Book Return - 36x32x30	\$ 570.00	\$ 570.00
		#4444-36-32	front slot		
18-CD2	1	Tesco	Booktruck - 27x27x22	\$ 740.00	\$ 740.00
		#4445	depressible		
18-CD3	2	Tesco	90° Square Corner - 32"h	\$ 655.00	\$ 1,310.00
		#4450-32	closed front		
18-CD4	2	Tesco	Desk - 60x32x30	\$ 1,215.00	\$ 2,430.00
		#4427-60-32	level top - kneespace - box/file pedestal		
18-CD5	1	Tesco	Drawer Storage - 36x32x30	\$ 1,735.00	\$ 1,735.00
		#4440-36-32	4 file drawers - lock		
18-CD7	1	Tesco	Open Storage - 36x32x30	\$ 740.00	\$ 740.00
		#4430-36-32	2 adjustable shelves		
18-CD8	1	Tesco	Hinged Door Storage - 36x32x30	\$ 1,340.00	\$ 1,340.00
		#4429-36-32	1 adjustable shelf - 2 file drawers - lock		
18-CD9	1	Tesco	Full Width Drawer Storage - 36x32x30	\$ 1,230.00	\$ 1,230.00
		#4434-36-32	hinged doors - 1 adjustable shelf - lock		

ITEM #	QTY	MFR / MODEL #	DESCRIPTION	WxHxD	UNIT PRICE	TOTAL PRICE
19	116	Jasper Chair	17.5" Sled Base Chrome Chair		\$ 170.00	\$ 19,720.00
		#7000-3L-SBC	maple - 3L cut out option			

20	8	Lesro	Somerset Guest Chair	\$ 555.00	\$ 4,440.00
		#F1401GF6	grade 4 healthcare vinyl		
21	4	Lesro	Somerset End Table - 20x20.5x20	\$ 180.00	\$ 720.00
		#F1250T5			
22	6	Sitwell	Image Mid Back Task Chair	\$ 290.00	\$ 1,740.00
		#I-27-CP-T-OB	grade 1 Dillon vinyl		
23	6	Sitwell	Image Guest Chair	\$ 260.00	\$ 1,560.00
		#I-18	grade 1 Dillon vinyl		
24	10	Safco	Zynergy Balls	\$ 175.00	\$ 1,750.00
		#4753	vinyl		
25	6	HPFI	Evette Child-size Curved Bench Chair	\$ 725.00	\$ 4,350.00
		#HPT5834MFABM540	Marigold vinyl		
26	2	HPFI	Evette Child-size Oval Table with Mahogany	\$ 1,030.00	\$ 2,060.00
		#HPT 5882MFABM540	laminated top - upholstered base		
			Marigold vinyl		
27	2	HPFI	Evette Child-size Club Chair	\$ 880.00	\$ 1,760.00
		#HPT 5874ABM540	Marigold vinyl		
LOBBY					
28	6	Palmer Hamilton	Round Mobile Table - 30diax29"h	\$ 580.00	\$ 3,480.00
		#STORY2930RD-C-EG	2nd story X base - casters - metallic silver		
			base - standard laminate top		
29	18	Palmer Hamilton	Metal Back Chair	\$ 160.00	\$ 2,880.00
		#MSS-W-Metal Back	standard height - metal frame - wood seat		
30	2	Palmer Hamilton	Rectangle Mobile Table - 36x42x24	\$ 560.00	\$ 1,120.00
		#STORY422436-EG	4th story T base - pub height - casters -		
			metallic silver base - standard laminate top		
31	4	Palmer Hamilton	Metal Back Stool	\$ 190.00	\$ 760.00
		#MPH-W-Metal Back	pub height - metal frame - wood seat		
32	2	Lesro	Somerset Guest Chair	\$ 555.00	\$ 1,110.00
		#F1401G6	grade 4 fabric		
33	2	Lesro	Somerset Loveseat	\$ 1,895.00	\$ 3,790.00
		#F1501G6	grade 4 healthcare vinyl		
34	2	Lesro	Somerset End Table - 20x20.5x20	\$ 180.00	\$ 360.00
		#F1250T5			
TECH ROOMS					
35	150	Eurotech	Aire Guest Chair	\$ 62.00	\$ 9,300.00
		#S5000	glides - ganging clip		
			Black w/Chrome frame		

ITEM #	QTY	MFR / MODEL #	DESCRIPTION	WxHxD	UNIT PRICE	TOTAL PRICE
36	4	Eurotech	Chair Dolly for Aire guest chair		\$ 115.00	\$ 460.00
		#821-KHSD				
37	40	Tesco	Rectangle Table Top only - 60x20		\$ 270.00	\$ 10,800.00
		#4900TOP3600	lumber core - wood edge			

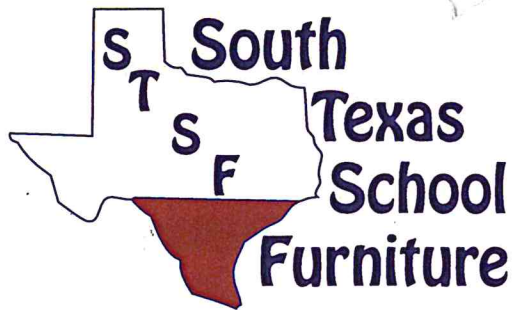
38	80	Tesco	Arch T Base for 23"-30" flip top	\$ 215.00	\$ 17,200.00
		#GB-C-7764	casters		
39	2	AmpliVox	Presidential Plus Lectern	\$ 1,565.00	\$ 3,130.00
		#APL SW450	25.5"w x 20.5"d x 45"h		
			wireless mic - built-in sound system		
AUXILLARY					
40	4	Palmer Hamilton	Trash Receptacle with Logo - 28x41x27	\$ 1,325.00	\$ 5,300.00
		#WR32-LOGO	single top load - 32 gallon liner - casters		
41	3	Palmer Hamilton	Trash Receptacle - 28x41x27	\$ 1,045.00	\$ 3,135.00
		#WR32-LOGO	single top load - 32 gallon liner - casters - no logo		
42	2	Global Industries	Wave Bike Rack	\$ 175.00	\$ 350.00
		#WB652779M	9 bike - black		
43	2	WebCoat	32 Gallon Outdoor Waste Receptacle	\$ 345.00	\$ 690.00
		#TR32PERF			
44	2	WebCoat	32 Gallon Liner for waste receptacle	\$ 30.00	\$ 60.00
		#LINER32			
45	2	WebCoat	6' Bench with Back	\$ 1,535.00	\$ 3,070.00
		#B6WBMETRO-POLY	1/4" ribbed steel - solid one piece design - portable or surface mount		
46	2	Safco	Top Dome Waste Receptacle	\$ 215.00	\$ 430.00
		#SAF 9676NC	15 gallon - Black Speckle		
47	3	Rubbermaid	Baby Changing Table	\$ 460.00	\$ 1,380.00
		#RCP 781888WE	12 1/2" x 17"		
48	20	Rubbermaid	41 qt Wastebasket	\$ 9.00	\$ 180.00
		#RCP 295500BK	Black		
49	3	Best-Rite	36" x 48" Porcelain Steel Markerboard	\$ 145.00	\$ 435.00
		#202AC	aluminum frame - map rail - chalk tray		
50	2	Best-Rite	Deluxe Mobile Reversible Markerboard	\$ 410.00	\$ 820.00
		#668AC-DD	aluminum frame - porcelain steel both sides - 35"w x 76.5"h x 24"d		
51	1	Freight	Delivery to your location	\$ 4,500.00	\$ 4,500.00
52	1	Installation	Assembly, Installation & Removal of Debris	\$ 10,750.00	\$ 10,750.00

TOTAL PRICE INCLUDING DELIVERY, INSTALLATION & REMOVAL OF DEBRIS:	\$ 199,730.00
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Pricing is based on the quantities listed above and may increase if changed. Please allow up to 10 weeks for delivery. Quotation is valid until December 31, 2016.

Thank you for the opportunity to work your library. If you have any questions or need additional information, please do not hesitate to call.

Sincerely,
Laura Jirkovsky
 President



Solid Oak or Metal Library Furniture



Built to last for Decades+

