

## **Highlights**

- *Tech Toy Time for Adults*, is designed for customers to get help setting up ereaders and other digital devices Sundays in January 4-6 pm, at the Faulk Central Library.
- Author Ron Tanner will discuss his book *From Animal House to Our House: a Love Story* Wednesday, February 5 from 6:30-7:30 pm. at the Faulk Central Library
- AHCA's annual Angelina Eberly Luncheon will be on January 31, 2014, at noon, at the Driskill Hotel in the Mezzanine. "*When Austin, Texas became Austin... through the eyes of journalists*" featuring a panel discussion of reporters.

## **Facilities Services**

**New Central Library Project:** Deep foundation construction is continuing apace at the New Central Library site. Work in progress includes the Austin Energy duct bank installation, the deep well dewatering installation, the soil retention H-pile installation and the storm water line installation. H-piles are dimensionally square structural beams that are driven into the ground for deep foundation applications. Most soils at or near surface do not have the mechanical properties to support large buildings. As one goes deeper into the earth's geology, there are layers (bearing strata) capable of doing so. H-piles are designed and manufactured to transfer structural loads to these good bearing soils. H-piles are being used at this site to add lateral stiffness and bending resistance to the sheet piles, since the load will exceed the capacity of the sheet piles alone. The steel sheet piles are long lateral sections that interlock vertically to create a continuous wall to retain soil. Sheet piles are being installed in sequence to design depth along the planned excavation perimeter to support the excavation for the below grade parking structure. Sheet piles are often installed temporarily to provide safe access during construction, but the sheet piles at this site will remain in the ground to serve as permanent retaining structures. Mass excavation with heavy equipment is anticipated to start shortly at the New Central Library site. In the meantime, deep well dewatering of the site is continuous now, pumping water from the jobsite to lower the water table. Other ongoing project work includes the City of Austin and its consultant architects and engineers reviewing the Partial Guaranteed Maximum Price 2 Proposal from the Construction Manager at Risk, and the first vendor conference for the New Central Library Café Request for Proposals being conducted on Monday, December 16th at the Twin Oaks Branch Library. Submittals from interested restaurateurs remain due to the City of Austin by January 31st. The project schedule for the New Central Library has been established as follows:

- ~ December 2013 ~ Building permits received
- ~ January 2014 ~ Building Construction begins

- ~ Spring 2016 ~ Building Construction completed
- ~ Summer 2016 ~ Grand Opening Ceremony

## **Fiscal Year 2014-15 CIP Strategic Plan "Rolling"**

**Needs Assessment Process:** Along with all other City departments, the Austin Public Library is currently submitting its long-term capital needs for the Capital Improvement Program (CIP) Strategic Plan. This is an opportunity to identify and explain the department's long-term, unfunded capital needs. After reviewing all Library projects included as unfunded requests in last year's CIP Plan narrative or included in the 2011 Needs Assessment but not funded by the 2012 Bond Program, the Library Department will compose and submit a carefully considered set of identified priority capital needs for the next 10 to 15 years.

## **Exterior Security Cameras Installation Project:**

The Library Department's Exterior Security Camera Project is being carried out as part of the Communications Technology Management Department's (CTM) larger ESAS Project. The ESAS Project is currently providing an integrated enterprise level security solution towards installing new services and replacing end of life and/or updating access control, video surveillance and alarm systems throughout the City of Austin. CTM has advised the Austin Public Library (APL) that sufficient enough spending authority has been released to their vendor, Schneider Electric, to perform the work required on the remaining nine (9) Library sites to receive exterior security cameras. Those nine (9) Library locations are the Spicewood Springs, Cepeda, Manchaca Road, Pleasant Hill, Howson, Milwood, Old Quarry, Yarborough, and Oak Hill branch libraries. Although our two newest branches, North Village and Twin Oaks, opened with security camera surveillance systems in place, APL will be replacing their digital video recorders (DVRs) with newer network video recorders (NVRs) in order to make their monitoring more compatible with the rest of the department's protective services operations. APL has previously received conditional approval from the Public Works Department (PWD) for the asbestos and lead-in-paint remediation work necessary prior to the installation of any equipment. However, APL and PWD has commissioned a testing lab and consultant to collect samples in order that a more definitive survey report might be generated regarding asbestos and/or lead containing materials found in the path of the Library Exterior Security Cameras Installation Project. Material samples were successfully taken between August 12th and August 16th at each of the nine branch library work sites. It was determined that four of the nine branch library sites will require hazardous materials remediation before the work of installing the security camera system can proceed.

APL is working with the Public Works Department (PW)

in finalizing the work scope for a remediation consultant and remediation contractor so that the work may be priced. Additionally, the proposed remediation project will be submitted to the Texas Commission on Environmental Quality (TCEQ) for approval prior to work commencing. This required approval process is anticipated to take a minimum of ten (10) working days. Careful coordination of work efforts between APL, CTM, PW and Schneider Electric will be required to implement this project at these four sites: Spicewood Springs, Old Quarry, Howson and Manchaca Road branch libraries. Due to a revised master agreement between the City of Austin and Titus, that firm has revised their cabling proposals for the project to reflect the new negotiated costs. Moving forward with Schneider Electric on the purchase of security camera equipment, the APL has received shipments of camera equipment, following a delay caused by the close-out of Fiscal Year 2012-2013 documents for the City of Austin. While equipment has been received and work is progressing at non-asbestos containing sites, the APL will not be able to complete its share of the ESAS project by the end of the calendar year, as previously hoped, primarily due to the still pending remediation work contracts.

**Faulk Central Library Boilers and Flue Retrofit Project:**

This critically needed mechanical retrofit at Austin's main library is judged to be 80% finished currently, having reached substantial completion. Substantial completion of a project is generally considered to have been achieved when the condition of the work is ready for the owner's acceptance. At this point, any items remaining to be completed should be duly noted and stipulated in writing. At the moment, the new mechanical room enclosure for the boilers is being painted, and inspection of the work by the City of Austin's insurance provider is anticipated shortly. If the controls installers finish their work on schedule, the new boilers as well as the hot water heater at the Faulk Central Library will be made fully operational by Saturday, December 21st.

**Milwood Branch Library Renovation Project:** This 2012 Bond Program project will repair a failing sewer line and replace worn finishes, furniture and equipment at this heavily used library serving the Northwest quadrant of the City. An appropriation to fund design was received in June of this year, with the balance of the project's construction budget released to the Library Department at the start of present Fiscal Year 2013-2014. This deferred maintenance project is be managed in-house by the Library Department's own Facilities Services divisional staff. The project's Design Phase requires that the Library Facilities Services Division obtains the services of an architectural firm for the City of Austin's pre-approved rotation list of architectural consultants. The Library's request for an architect from this rotation list was granted by the Contract Management Department and the architectural firm of Stanley Salaiz Joint Venture met with the project manager and are now developing a detailed scope of work for the project. Library Facilities Services' project manager, working in conjunction with the City's Interdepartmental Sustainability Working Group (ISWG) has determined that the Milwood Renovation Project does not meet the baseline criteria for Leadership in Energy and Environmental Design (LEED) certification as it consists primarily of an

interior remodel. As the project is not a LEED candidate per Municipal Building LEED Resolution 20071129-045, it will follow the LEED Commercial Interiors scorecard as baseline template for the work involved. Work scope is continuing to be defined between the Library Department and the consultant architects in order to establish an accurate professional services agreement.

**Pleasant Hill Branch Library Roof Replacement and HVAC Upgrade Project:** The Contract Management Department has notified Earl Swisher of the Lawrence Group, Inc., and his sub-consultants that his firm has been assigned from the General Architectural Services Rotation List to assist with this important infrastructure renewal project. Earl Swisher of the Lawrence Group and the Austin Public Library have previously worked together successfully on the Carver Branch Library Expansion Project, the Terrazas Branch Library Expansion Project and the Manchaca Road Branch Library Renovation Project. Earl Swisher has met with the Library Facilities Services project manager for the Pleasant Hill Branch Library Roof Replacement and HVAC Upgrade Project to discuss more detailed services to be provided on this current assignment. The consultant architect and his engineering sub-consultants are now in the process of preparing their professional services agreement proposal for the project manager's review.

**RFID Installation for Branch Libraries Project:** The equipment needed to convert the Milwood Branch Library, the Spicewood Springs Branch Library and the Will Hampton Branch Library at Oak Hill from an electromagnetic-based collection security and management system to the new Radio Frequency Identification (RFID) technology has been successfully purchased and received at the Library's Zaragoza Warehouse. The eighteen (18) 3M Model 896 RFID Pad Workstations are now installed, five (5) each at Milwood, Spicewood Springs and Will Hampton Branch with the remaining three (3) being installed at the Faulk Central Library. Library Maintenance and Library Information Services staff are now scheduled to meet and coordinate efforts to provide electrical power, data connectivity and asbestos clearance for RFID gates and self-check units installation at the three branches. Branch staff continue to add RFID tags to all materials placed on hold and en route to current RFID branches and the Multimedia Center of the Faulk Central Library. All new collection items acquired by the Austin Public Library are now being RFID tagged prior to being routed to branches or Faulk Central. Staff at the Milwood, Spicewood Springs and Will Hampton branches have completed weeding their collections and are now starting to RFID tag those collections. Library Information Services staff have set up laptop computers with the conversion station software and will provide those laptops as well as 3M 210 RFID pads, as needed, to the three branches being converted to RFID technology.

**Austin History Center  
Programming and Outreach**

- Mexican American Community Archivist Gloria Espitia gave a presentation, "Recovering and Reclaiming the History of our Mexican American Community," to the

International Good Neighbor Council at their November monthly meeting.

### **Collections**

- AHC staff finished processing 4 collections, Texas Blind, Deaf, and Orphan School Historic Structures Documentation Records, the Anna Hiss House Historic Structures Documentation Records, the Ruth and Hal Bybee Papers, and the Linalice Carey Papers, and placed EAD encoded finding aids for the collections on the Internet at the TARO website. Additionally, 7 existing collections were updated with new materials and the finding aids were placed online to reflect these changes. The finding aids are available online at: [http://www.lib.utexas.edu/taro/browse/browse\\_ahc1.html](http://www.lib.utexas.edu/taro/browse/browse_ahc1.html).
- The AHC recently acquired a set of architectural drawings of the Texas Blind, Deaf and Orphan School (formerly the Deaf, Dumb and Blind Institute for Colored Youth) on Bull Creek Road. The collection includes a set of original 1920s drawings of the Administration building by noted architect C. H. Page.

### **Exhibits**

- Favorites from the Austin History Center" is now on display in the David Earl Holt Photo Gallery. This small photo exhibit includes 16 images from the AHC collections that are either among the most frequently requested by customers or staff favorites. The AHC has preprinted 8X10s of these images available for customers for immediate purposes, and the AHC Favorites photo album, available for viewing in the Reading Room, is very popular with visitors. These images will be exhibited until mid-March.

### **Publications**

- Research was conducted at the AHC and photos from the AHC were purchased for use in an upcoming book about the Austin recording label Sonobeat Records, news stories on KTBC and KVUE about the 50th anniversary of the Kennedy Assassination, a reprint of O. Henry's famous short story "Gift of the Magi," and the blog Austinist."

### **Upcoming Events**

- The AHCA will host its annual Angelina Eberly Luncheon January 31, 2014, at the Driskill Hotel. This year's luncheon panel includes Ron Oliveira, Judy Maggio, Ken Herman, Monte Williams, and Cathy Conley Swifford, and they will discuss how our fair town has grown from being known as "Austin, Texas" to simply "Austin."

## **Central Library Services**

The Central Library operated without heat for most of November due to the Boiler and Flue retrofit. During the closed weekends, Central Reference staff worked out of Ruiz answering telephone and chat questions. Two Central Library Services staff members volunteered to assist in the EOC Activation helping citizens affected by the Halloween flooding.

OverDrive Media Station (OMS), an in-library discovery kiosk for browsing and sampling eBooks, audiobooks, music and video, is now available. Launched in a pilot program earlier this year, OMS is live in 50 libraries in five countries. The touchscreens offer a new and exciting way to introduce your eBook collection and turn library visitors into digital library users. It is located on the 2nd floor near the reference desk.

Circulation Staff shifted the complete World Languages section, routed in 674 bins of material, searched for 13,000 items and conducted 38,709 circulation transactions. A shift is in progress in the 600-699 section creating space and customer friendly shelves. The RFID gates and RFID self-checks are fully operable in the Media collection.

### **Upcoming Events**

- Sundays in January 4-6 pm, Tech Toy Time for Adults, is a designated time when customers can come in to get help setting up their devices to download eBooks and other digital media at the Central Library.
- Author Ron Tanner will discuss his book From Animal House to Our House: a Love Story Wednesday, February 5 from 6:30-7:30 pm at the Faulk Central Library. The book is about his and his wife's transformation of a condemned Baltimore brownstone into their beautiful home. Tanner will also discuss urban renewal and DIY culture.
- Sunday, February 16, 2:00 -3:00 pm at the Faulk Central Library, David Broker, a retired IT trainer and educator, and former identity theft victim, will present a free Identity Theft Prevention Seminar. The seminar helps attendees learn how to avoid future identity theft and recognize the signs that they may already be an unsuspecting victim.

## **Branch Services**

In anticipation of the collection converting to RFID, Milwood received 5 RFID pads and a limited number of RFID tags. In preparation, staff has been requesting lists of how many items are in each area of the collection and weed lists to do one more run through before they begin RFID tagging in force. Throughout the month staff RFID tagged the Adult DVD collection that was on the shelf and are now working to tag the rest.

At Twin Oaks, 40 people attended Pollinate Your Mind on November 2nd; Share Your Stories, on November 15th, drew 5 attendees, and 8 folks enjoyed author/photographer, Mathew Sturtevant's discussion of his coffee table book entitled The Sound of Austin.

The Windsor Park Book Club had 8 readers at the meeting on the 12th discussing The Iceman Cometh by Eugene O'Neill. Author and photographer Mathew Sturtevant was here on the 13th discussing his coffee table book The Sound of Austin.

Willie Mae Kirk circulation stats are up. Branch staff attribute this to weeding the collection so that materials stand out. The library has been visually cleaned with all unnecessary posters and signs removed. New computers received in the Teen Center and all the public computers have been upgraded.

Two separate groups requested and received the use of the Carver Library for filming. One was filming for Compass Learning (an educational DVD company), the other was a public service ad to publicize the United States Library Trust Fund Act (H.R. 216).

## **Recycled Reads**

November revenue for Recycled Reads was approximately

\$15,100 and over 4,600 people visited the store. Donated materials were received from over 175 people, and over 325 people attended events. The Austin American Statesman donated 50 boxes of books.

More than twenty volunteers on average donate over 200 hours of their time to the bookstore. Goodwill Industries picked up 31 gaylords of discarded materials and Image Microsystems picked up 6 gaylords of discarded materials from the store. Staff received 20 pallets of materials from the warehouse, branches and donations and sorted approximately 25 pallets of materials representing almost 60,000 items at the bookstore. Over 11 tons of materials were kept out of the landfill.

The pilot program, to streamline the sorting process for Recycled Reads, continued at Willie Mae Kirk and began at Milwood. An ARR staff person is on site at the branch during a major weeding to box the discards to be sent directly to Goodwill. The non-sellable items then go directly to our recycling partner. The goal is to provide this service to all APL branches and thereby limit the number times books are handled. Staff also drafted Bookstore Shelving Guidelines and began soliciting volunteer feedback for improving and revising the guidelines.

The Office of Sustainability has been keeping track of just how much material Recycled Reads diverts from the landfill. As of November 2013, the tonnage of books and media kept out of landfills is equivalent to:

- annual greenhouse gas emissions from 129 cars
- CO2 emissions from 1444 barrels of oil consumed
- CO2 emissions from 8.2 tanker trucks' worth of gasoline
- Co2 emissions from the electricity use of 85.4 homes for one year
- Carbon sequestered by 15,923 tree seedlings grown for 10 years
- Carbon sequestered annually by 509 acres of U.S. forests
- CO2 emissions from 25, 875 propane cylinders used for home barbeques

**Youth Services**

Youth Services staffed a table and also provided a book walk at the Thinkery's grand opening. The Thinkery is an evolution of Austin Children's Museum where science and families play side by side.

**Grants**

The City of Austin was tasked with selecting 100 Community Connections Sites to fulfill one of the contractual items in the City's agreement with Google to establish high speed and large bandwidth internet connections across the City. On December 12, 2013 all Library locations were approved to be part of the list of 100 sites.

As part of the selection process, applications for each Library location were submitted to the Office of Telecommunications and Regulatory Affairs where over 300 submission were ranked in order to recommend a list

to the Community Technology and Telecommunications Commission, the Emerging Technology and Telecommunications Council Committee, and the City Council.

Thirteen criteria points for ranking included how the Community Connection site would enhance public participation in the entity's service, promote digital inclusion, and serve the underserved. The final list of 100 Community Connection sites collectively represents a geographically dispersed set of locations that serve diverse populations and sectors across the community.

**Volunteer Services**

November 2013 - STATISTICS	
Number of Volunteers	181
November - Volunteer hours	1463.17
Volunteer Value*	\$22.14
	<b>\$32,394.58</b>

**November Policy Violations**

16	Disturbing others using the Library
12	Violating Internet Policy
8	Sleeping in the Library
8	Disorderly conduct
8	Harassment of Library staff or customers (Not Sexual)
7	Mistreatment or vandalism of Library facilities, materials, or equipment
5	Theft of Library, staff, or customer property
5	Bringing in bedrolls, blankets or sleeping bags.
5	Entering unauthorized area
5	No outside food or beverages allowed in the Library
4	Using obscene language
4	Destruction of Library property
3	Blocking access to Library entrances, passageways or resources
3	Unintended use of restrooms
3	Leaving personal belongings unattended
2	Abandoning children or failing to supervise children at the Library
2	Fighting
2	Intoxication resulting from alcohol or drugs
1	Strong Odor
1	Physically attack or threaten to attack another person
1	Sexual Harassment of Library staff or customers
<b>201</b>	<b>Total</b>

**Locations # of Incidents**

ACE	20
ATB	14
ALW	8
ARZ	7
ACB	6
ACP	6
APH	6
ASJ	6
AMR	5
ASE	5
AHC	3
AUH	3
AWP	3

AYB 3  
AOK 2  
AHO 2  
ATO 2  
AWK 2  
AMI 1  
ANV 1  
ASR 1

To see the complete up to date listing of events visit  
**<http://library.austintexas.gov/events>**

Brenda Branch,  
Director of Libraries

