

May 30, 2014

Ms. Melissa Salnave
Branch Manager
Mamie George Branch Library
Fort Bend County Libraries
320 Dulles Ave
Stafford, TX 77477

Dear Melissa:

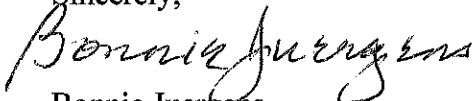
On behalf of Amigos Board of Directors and our member libraries, I am pleased to offer warm congratulations to you as the recipient of one of our 2014 Amigos Fellowship and Opportunity Awards. Enclosed is your check in the amount of \$3,861 to assist in your project.

I look forward to hearing about your progress and to receiving the final report in July, 2016. As a reminder, the following requirements apply:

Final responsibility for meeting all program requirements lies with the Amigos member library. Failure to meet program requirements will result in the recipient being declared in default and the member library being responsible for reimbursing Amigos the Fellowship and Opportunity Award funds. Under such circumstances, Amigos reserves the right to invoice the library for repayment of the Award funds. The applicant's library must have been an Amigos member for the previous eighteen (18) months. Recipients' libraries must remain an Amigos member for the two (2) fiscal years following the award.

Again, my congratulations and appreciation for your excellent Fellowship application!

Sincerely,



Bonnie Juergens
President and CEO

Enclosure

cc: Clara Y. Russell, Fort Bend County Libraries
Joanne Downing, Fort Bend County Libraries
Laura Kimberly, Amigos

MAKERSPACE AT THE LIBRARY

ABSTRACT

The Mamie George Branch Library is submitting a request for \$3861.00, to create a makerspace at the library. Located near an elementary school, middle school, and high school in diverse Fort Bend County, we have a large group of students at the library in the afternoon. Our goal is to provide an outlet for the creative talents of the teens who use the library. We will accomplish this by providing computers with video and art-creation/editing software and a pen-and-touch tablet. We will also offer a video camera and green screen, so teens can also make their own videos. In addition, the library will collaborate with the high school and middle school to promote the use of the equipment. The Friends of the Mamie George Branch Library are also donating funds to assist with this project. Their contribution will be used to purchase two laptops.

OBJECTIVES OF THE PROPOSAL

The Mamie George Branch Library is part of the Fort Bend County Libraries system. The branch is located just outside of Houston, in Stafford, Texas. It opened in November 1974, and is the smallest of the 10 branches that make up the library system. Fort Bend County is one of the most diverse counties in the nation, and our libraries serve a large and varied population.

Mamie George Branch Library serves three distinct groups of patrons. The first group is retirees and commuters; they come in during the morning or evening and pick up books they've placed on hold. The second group is our families. One or both parents will bring small children in to pick out books and play in our children's area. They are our browsers, and they usually come in the morning or on Saturday. The third group is our middle school and high school students. We are located in front of a middle school and adjacent to a high school. For most of the afternoon during the school year, the library is full of teenagers. This is the group that we are seeking to serve with the grant.

The mission of Fort Bend County Libraries is to bring people, information, and ideas together to enrich lives, expand minds, and strengthen our diverse community. In order to carry out this mission, we would like to give our teen patrons an area where they can develop their artistic and creative talents and skills. We would like to give them a makerspace - an area where they can collaborate with others to create digital and electronic art. In short, our goal is to give the teens who visit Mamie George an outlet for productive creativity. Other patrons will also be allowed to use the area as well¹. Currently, there are no free makerspaces in our area, so this is a needed resource in our community.

We will accomplish our goal by providing computers with art programs and a pen and touch tablet. The computers will also have movie-editing and photo-story-creation software. In addition, the library will provide access to a camera capable of shooting video, a tripod, and a green screen. To encourage teens to use the new equipment, the library will offer programs and contests. Moreover, we would like to collaborate with the middle school and high school art departments to encourage and promote use of the equipment. This school collaboration will be also be beneficial to us by showing the students that the library is not just about books, but that it also evolves and provides access to all kinds of information and activities. The high school alone has 11 different theater and art classes, which average about 30 students, which plays right into our plans for helping to create another level of artistic production. Adult programming will focus on how the technology and software could be used for business. For instance, commercials or promotional videos could be shot by using the camera and the green screen, while the

Fort Bend County Libraries – Mamie George Branch

graphics software and the tablet could be used to create logos or to design promotional materials and brochures.

This project is important to helping fulfill the mission of Fort Bend County Libraries. It will give teens and other patrons different ways to create. Many of the people who use the library do not have access to computers or other technology at home. Providing access to the technology and software purchased with grant funds will allow them to experiment with new forms of expression and give them valuable experience using different types of technology.

STRATEGY AND SCHEDULE

To implement our objectives we need to do some renovations at Mamie George. First, the conference area would need to be walled off. Second, a false wall or electrical pole would need to be installed so that additional electric and data cables can be run. And finally, a wall in the area will need to be painted with a special paint to create a green screen. The library will fund the cost of the renovations; we have already started the process and expect the changes to be completed by the end of June. The room needs to have an area sealed off, so it can be used for filming without disturbing the rest of the library, and additional cabling and electrical outlets will be needed for the new computers. Next, we will paint one of the walls of the new area green, which will allow patrons making a movie to substitute whatever background they prefer for the green screen. The library will also purchase the equipment itemized in the attached budget. The existing staff at the library will staff the new area, as well. Currently, there are three full-time staff and three part-time staff. The makerspace will be open the same hours as the library.

While the renovations and purchasing occur, we will create two contests and present one program. An example of a contest would be a timed contest, where teens have 30 minutes to create a piece of art by using Photoshop or the Pen & Touch tablet. The contest would run for 2-3 weeks, to give the greatest number of teens the opportunity to participate.

When the renovations are complete, the branch manager will contact the art departments at the middle school and high school, to begin brainstorming ideas on ways the schools can utilize the new space and equipment. The art department faculty and school administrators will be invited to an open house to see the new equipment in action. The art faculty will also be asked to judge some of the art contests.

The renovations and equipment purchases should take three months to complete. After the space has been in use for a year, the library will complete the Final Report.

Upkeep and maintenance of the equipment will be included in future library budgets. The Friends of the Library have also offered to provide funds as needed.

See attached timetable.

QUALIFICATIONS

Melissa Salnave has been the branch manager of the Mamie George Branch Library for one and a half years. She has worked for the library system for five years and has a Masters in Library Science. She works with the teenagers on a daily basis and knows many of their likes and dislikes. She sees how creative they are and how much they need an outlet for that creativity. She is very familiar with technology and has been teaching technology classes and creating programs for more than 10 years.

PARTICIPANTS

Clara Russell is the director of Fort Bend County Libraries. She has been the director for five years and before that was the assistant director for five years. She also worked for a number of years in the Houston Public Library system. Ms. Russell will be the overseer for the grant. She will make the final decisions and sign off on the purchases.

Danea Hall has been with Fort Bend County Libraries for twenty-two years. She is the Special Projects Manager for the system. She has detailed knowledge and experience with networks, computers, and other technology. She has supervised the construction of two new branches and the renovation of the main branch. Danea is in charge of the renovations at Mamie George. She will also be responsible for the installation of all new equipment.

The Friends of the Mamie George Library was organized in 2000. Randy Stubenrouch is the current President. The Friends provide funds, through dues and a book sale, to purchase items not included in the county budget. They will provide \$2000 to purchase two laptops.

EVALUATION

Evaluation will be a multistep process. First, we will look at equipment usage statistics. If the equipment is used by any patron (at least once and with a final product created) on a weekly basis, it will be deemed efficacious. Second, we will survey attendance and participation in the programming and contests. Currently, we offer a variety of programming with an average attendance of eight patrons, so contests and programs using the new space that have more than 15 attendees would be considered a great success. Finally, we will examine the collaboration with the two schools. If collaboration has occurred and the schools have used the equipment at least twice in the year, the program can be considered effective. This means that if two separate classes assign a project that results in use of our equipment, and at least eight students from that class use the equipment to produce a final product, it will be considered a success. Surveys will also be used to gain comments about the new space. (See attachment for sample survey.)

BUDGET

We are asking for \$3861. That money will be allocated equally for both fees and equipment.

Fees will include the licenses for Adobe Photoshop Elements, Adobe Premiere Elements, and Microsoft Office 2010; we will need four of each license. Each of the Adobe licenses are \$77, for a total of \$616. The Microsoft licenses are \$54 each, for a total of \$216. All of the programs will be used to create, edit, and/or publish projects.

Equipment will include two desktop computers, two laptop computers, two computer mice, a digital camera, tripod, two SD cards, and a pen and touch tablet. The Dell OptiPlex 7010 Small Form Factor Base desktop computers are approximately \$1050 each. We will need two, for a total of \$2100. Two computer mice with software are \$20 each, which will total \$40. The two laptops will be purchased with the \$2000 donation from the Friends of the Mamie George Branch Library. They are \$1000 each, for a total of \$2000. The Canon EOS Rebel t3i (\$509), two 64 GB SD cards (\$140 total), and a tripod (\$40) will cost a total of \$689. Finally, the Wacom Intuos Creative Pen & Touch Tablet (med) will be \$200. All of the hardware will be used in the creation and/or editing of digital and electronic art.

The total for all items is \$5861. The amount to be covered by the grant is \$3861.