

## OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, January 12, 2012  
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:04 p.m. and determined a quorum was present.
  - Members present: Pat Harris, Veda Kull, Julie Plummer, Ginny Thomas, Bill Schwab and John Pritchard.
  - Members absent: Deborah Smith and Tana Daniels.
  - Staff present: Kathy Freiheit, Director of Library Services.
2. Consider approving the minutes of the regular meeting held November 10, 2011.
  - Motion made by Veda Kull to accept the minutes as written, seconded by Ginny Thomas; motion passed unanimously.
3. Acknowledge communications.
  - N/A.
4. Receive State of Library reports for November and December 2011.
  - Receive an update on the Library Equipment Acquisition Fund (L.E.A.F.)  
Report not available, will receive an update at February meeting.
    - a) Update on the "ongoing" book sale - \$334.29 in November and \$174.90 in December.
    - b) Update on the tote bag donations – currently 107 bags left; \$20 in November and \$10 in December.
  - Received ongoing report of volunteer hours in Library – 156.5 hours in December 2011 and a year-to-date total of 877 hours. Be sure to report hours beyond Board meetings to Brenda Kennedy.
  - Received an ongoing report on programs.
    - State Library accreditation allows library to participate in TexShare, apply for eRate discounts and competitive grants.
    - Veteran's Day celebration was very moving and nice.
    - Mary Lynn Saxton has been hired as the new Youth Librarian.
    - November City Manager Book Club selection was *Indian Givers: How the Indians of the Americas Transformed the World*, by Jack Weatherford.
    - Second annual Reindeer event had 150 people attending.
    - Rescheduled City Tree Lighting and Holiday Fest was attended by 200 people.
    - Gingerbread House Workshop was great success.
    - Library closed December 24 through 26, 2011 and January 2, 2012 for holidays.
    - Received a piano donated from a Dallas church.
    - Received books and DVDs donated by Artists Round Texas.
  - Announce upcoming events.
    - Fine Feathered Friends scheduled for Saturday, January 14 – children will make a pinecone bird feeder; program starts at 2 p.m.
    - Classes for GED resume January 3<sup>rd</sup> and ESL begins January 17, 2012.
    - Library will be closed January 16 for a City holiday.
    - January City Manager Book Club selection is *People of the Book*, by Geraldine Brooks. The book selection for February through April will be *Team of Rivals: The Political Genius of Abraham Lincoln*, by Doris Kearns Goodwin.

-- Therapy Dogs program will be presented on Saturday, January 28, 2012.

5. Discuss staff appreciation ideas.

- Board discussed ideas and will provide brownies, bars and fruit at the monthly staff Birthday celebration (3<sup>rd</sup> Tuesdays) on February 21; plan for about 25 staff/volunteers. Also discussed were gift cards.

6. Discuss enhancement of public's awareness of the library.

- Board having difficulty finding actors for mystery theater.
- Did not receive a response from Sachse High School; CORP has issues with script.
- Question was asked, "who do we include/exclude?"
- Script may need spots to be rewritten; Veda and Pat will work on it.
- Need to find actors; Pat and Bill might; Brian and Kathy will.
- Pat will approach Friends of the Library about participating.
- Monthly videotaped library promotions will be done on RTN Channel 16.

7. Public announcements: Members of the Commission and or staff may make announcements of local civic events. No member of the board or commission may discuss or take any action with regard to the announcements.

- Mayor's State of the City Address is Tuesday, January 17, 2012.

8. Future Topics.

- Call to order
- Consider approving the minutes from the previous meeting
- Acknowledge communications and announcements
- Receive the State of Library report for previous month
  - receive an update on Library Equipment Acquisition Fund (L.E.A.F.) fund
    - a) update on the "ongoing" book sale
    - b) update on tote bag donations
  - receive ongoing report on volunteer hours in library
  - receive an ongoing report on programs
  - announce upcoming events
- Discuss enhancement of public's awareness of the library
- Public announcements
- Future agenda items
- Adjourn

9. Adjournment.

Motion made to adjourn by Julie Plummer and seconded by Ginny Thomas; motion passed unanimously. Meeting adjourned at 8:17 p.m.

Pat Harris  
Pat Harris, Chairperson

2/09/12  
Date