

## OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, February 14, 2008

Location: Library Conference Room, 3900 Main Street

1. Call to order and determination of Quorum.
  - Members present: Debbie Keys, Veda Kull, Pat Harris, Cynthia Lubben and Ginny Thomas.
  - Members absent: Mary Baldwin.
  - Staff present: Jeff Timbs.
2. Approve the minutes of the regular meeting of January 10, 2008.
  - Motion made by Pat Harris to approve minutes, motion seconded by Veda Kull. Motion approved unanimously.
3. Receive State of Library report for January 2008.
  - Library offering new online book club, patrons can go to library page to sign-up (including audio books). Stats will be available the first of March for new service.
  - Jeff visited Valley Ranch branch library and attended a program with suggestions for a capital fundraising campaign.
  - Pat would like to share information with the Friends of the Rowlett Library, Inc. which could be the a capital fundraising group because they are a 501(c)3 organization.
  - The City Council will appoint citizens to form a bond committee for a potential election in November 2009. A library building project could be included.
  - Wal-Mart donated \$2,000 for young adult programming and collection development.
  - For the 3<sup>rd</sup> consecutive year, the Library will receive the Achievement in Excellence in Libraries Award.
4. Receive the January 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update.
  - Donations received from Nancy Vermeer, Chris and Quyen Becker and Jobview.
    - a) Update for "ongoing" book sale
      - January sales were up
5. Receive ongoing report on volunteer hours in Library.
  - 293 hours worked in January
6. Update on the Mandatory Open Meeting Act training.
  - Ginny Thomas, Debbie Keys, and Veda Kull have completed the training.
7. Discuss Library Advisory Board fundraising ideas.
  - Ginny Thomas will get quotes on tote bags and present at the next board meeting.
8. Discuss options for National Library Week observance.
  - National Library Week is April 13 – 19, 2008.
  - City Council will present a proclamation at the March 18<sup>th</sup> City Council meeting.
  - To promote National Library Week, patrons will vote for their favorite book and receive a gift bag; books that are mentioned will be on display after all votes are counted.
  - The Texas Library Association annual conference is the same week as National Library Week; this year the conference will be held at the Dallas Convention Center. If board

members are interested, Wednesday would be the best day to attend, with Thursday second best.

9. Discuss National Library Legislative Day.

- A national award has been created to send one person in the U.S. to go to Washington D. C.
- Participant would attend National Library Legislative Day held annually in Washington D. C.
- Person must be a library supporter and 1<sup>st</sup> time attendee and would need a letter of reference from Library Director and must be willing to continue to advocate for library services.
- National Library Legislative Days are May 13 and 14, 2008.

10. Receive Library Manager schedule for February 2008.

- Jeff will be in library all month, no meetings or travel plans out of the area.

11. Public Announcements.

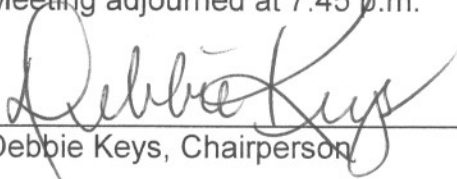
- Carrollton Public Library and Friends of the Carrollton Public Library (Josey Ranch Lake) will present author, Deborah Crombie, Monday, March 17, 2008 at 7 p.m.

10. Future Topics.

- Call to order
- Approve the minutes from the regular meeting on February 14, 2008
- Receive the State of Library report for February 2008
- Receive the February 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update
  - a. Update on the "ongoing" book sale
- Receive ongoing report on volunteer hours in library
- Discuss fundraising ideas
- Discuss options for National Library Week observance
- Discuss National Library Legislative Day
- Receive Library Manager schedule for March 2008
- Public Announcements
- Future Topics
- Adjourn

15. Adjournment.

Meeting adjourned at 7:45 p.m.

  
\_\_\_\_\_  
Debbie Keys, Chairperson

  
\_\_\_\_\_  
Date