



LIBRARY ADVISORY BOARD MINUTES

Our Vision: A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work and play.

Tuesday, March 14, 2019

6:30 p.m.

Rowlett Public Library
3900 Main Street

- 1) Meeting called to order by Chair Tana Daniels at 6:30 p.m. and determined a quorum was present.
 - *Members present: Tana Daniels, Bill Schwab, Vicki Stallcup-Causey, Suzanne Webster, LaToya Lewis and Deborah Smith (arrived 6:35 p.m.)*
 - *Members absent: Amber Reece*
 - *Staff present: Kathy Freiheit, Director of Library Services*
 2. Chair selects voting alternate(s), if necessary.
 - *Alternate LaToya Lewis selected as voting member in Deborah Smith's absence.*
 3. Consider approving the minutes from the regular meeting held February 14, 2019.
 - *Bill S. moved to approve the February 14, 2019 meeting minutes as written; Suzanne W. seconded the motion.*
 - *Approved 5-0.*
- LaToya Lewis left meeting at 7:09 p.m. and returned at 7:14 p.m.
4. Discuss information for Joint Work Session with City Council on April 2, 2019.
 - *Review of slides to be presented to Council.*
 - *Kathy will email meeting start time.*
 - *Updates to 2018 Accomplishments included.*
 - *Added Biloxi and Shreveport benchmarking visits – will be visited by Tana D., Texas A&M – will be visited by Suzanne W.*
 - *Would like to include some discussion about library capabilities - space concerns, parking limitations, problems with afterschool kids and transient populations.*
 5. Library Director's report.
 - *Spring Break, March 11-15 – daily programs held at 2 p.m., good participation*
 - *Upcoming April activities:*
 - *Friday Flicks at 3:30 p.m.*
 - *April 2 – Library Advisory Board annual Joint Work Session with City Council*
 - *April 2 – Presentation of 14th consecutive Texas Municipal Library Directors Association (TMLDA) Achievement of Excellence in Libraries award*
 - *April 2 – Proclamation for National Library Week, April 7-13*
 - *April 6 – Superhero and Fancy Nancy Tea Party at 2 p.m.*
 - *April 13 – Xbox and Wii Games at 2 p.m.*
 - *April 20 – Movie "Hop" with spring time craft at p.m.*
 - *April 27 – Dia multicultural celebration at 2:00 p.m.*

- Kathy asked Public Works department about Library directional sign on Highway 66, request will need TxDOT approval.
- Discussed other possible locations for directional signs.

6. Library policy manual review and discussion.

- Reviewed changes made at February 14 meeting.
- Reviewed and discussed Sections #D and #E.
- Discussed items to be added as appendices.
- Renamed form used by patrons when requesting reconsideration of library materials.

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.

- April 6 – Keep Rowlett Beautiful cleanup
- April 27 – Recycle Day and Fire Department collection of outdated prescriptions
- April 11 – City Boards and Commission’s Volunteer Banquet
 - Kathy asked if Board members wanted to reschedule their April 11 regular meeting; discussion ensued.
 - Tana D. moved to cancel the April 11 regular meeting; LaToya L. seconded the motion.
 - Approved 5-0.

8. Future Topics for next meeting.

- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from the previous meeting
- Recap from Joint Work Session with City Council on April 2, 2019
- Library Director’s report
- Library policy manual review and discussion – Laura Tschoerner
- Public announcements
- Future agenda items
- Adjourn

9. Adjournment.

- Meeting adjourned at 7:47 p.m.

Tana Daniels
Chairperson

5/9/19
Date