



## LIBRARY ADVISORY BOARD MINUTES

Meeting held electronically via Zoom  
Meeting ID # 160 473 1536

*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.*

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Thursday, January 14, 2021

6:30 p.m.

Rowlett Public Library - 3900 Main Street

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Due to the public health emergency and to conform with the social distancing requirements, the Library Advisory Board meeting was held via teleconferencing. The public was provided an opportunity to submit comments for a specific agenda item or general comment through citizen email address.

1. Meeting called to order by Suzanne Webster at 6:32 p.m. and determined a quorum was present.
  - *Members present: Bill Schwab, Tana Daniels, Vicki Stallcup-Causey, Suzanne Webster, Marilee Salfelder, Pam Mahaney, and Amber Reece*
  - *Members absent: Shanna Hinrichs*
  - *Members late: Deborah Smith arrived at 6:35 pm*
  - *Council Liaison: N/A*
  - *Staff present: Laura Tschoerner, Director of Library Services*
  
2. Chair selects voting alternate(s), if necessary.
  - *Amber Reece selected as voting alternate for Deborah Smith*
  - *Deborah Smith arrived late at 6:35, Amber Reece will not be able to vote in place of member*
  
3. Citizens' Input
  - *N/A*
  
4. Consider approving the minutes from the regular meeting held Thursday, November 12, 2020.
  - *Bill Schwab made a motion to approve the November 12, 2020 minutes; seconded by Deborah Smith.*
  - *Five votes were made in favor of the motion with zero against.*
  
5. Update from City Council Liaison Pamela Bell
  - *N/A*
  
6. Review, discuss and take possible action to update Library Policy Handbook (i.e.: policies for emergency situations).
  - *COVID-19 provisions will be added to the current policy. Board members will review policy handbook and update for emergency situations.*
  
7. Library Director's report.
  - *Laura Tschoerner provided updates regarding the Library.*
  - *The Library's MLK Bookmark Contest will be accepting entries on Wednesday, January 27<sup>th</sup> at 7:00 p.m.*
  - *Virtual Storytimes will continue on Facebook at 10:00 a.m. on Tuesdays.*
  - *Weekly crafts may be picked up on Saturdays.*
  - *STEM activity kits can be picked up on Mondays.*
  - *Lisa Watt is Brenda's replacement as the new Senior Administrative Assistant.*

8. Public Announcements.

- *Martha informed the group the Keep Rowlett Beautiful Cleanup has been scheduled for April 24<sup>th</sup>.*
- *Tana had questions and comments.*
- *February is "Love Your Library" month.*
- *Bill Schwabb will provide pizza for staff on Friday, February 12<sup>th</sup>.*


9. Future topics.

- *Call to order*
- *Chairman selects voting alternate, if necessary*
- *Citizens' Input*
- *Consider approving minutes from previous meeting*
- *Update from City Council Liaison Pamela Bell*
- *Topics to be discussed at next meeting:*
- *Library Director's report*
- *Public Announcements*
- *Future agenda items*
- *Adjourn*

10. Adjournment.

- *Chair adjourned meeting at 6:47 p.m.*

  
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Chairperson

  
\_\_\_\_\_  
Date