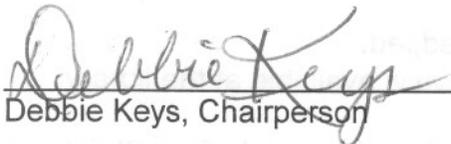


OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, January 10, 2008
Location: Library Conference Room, 3900 Main Street

1. Call to order and determination of Quorum.
 - Members present: Debbie Keys, Veda Kull, Pat Harris, Mary Baldwin, Cynthia Lubben and Ginny Thomas.
 - Members absent: N/A.
 - Staff present: Jeff Timbs.
 - Visitors: Blake Thomas.
2. Approve the minutes of the regular meeting of November 9, 2007.
 - Number 3 typographical error in bullet point #2, changed "mad" to "made".
 - Motion made by Pat Harris to approve as amended, motion seconded by Veda Kull. Motion approved unanimously.
3. Receive State of Library report for November and December 2007.
 - Christmas tins were appreciated by staff, as well as the staff luncheon.
 - November stats were given to Board because there was not a meeting in December.
 - On January 19, the library will have a pine cone program for children.
 - Library has pulled out the bi-lingual materials and made a new section.
 - Live Homework Help renewal increased a significant amount for this year. Jeff worked with NETLS for a price reduction, ended up saving \$1,200.
 - Library will be the early voting center starting this year with the March primaries.
 - Jeff and Lee will attend the Leadership Rowlett meeting.
 - All performers for the Summer Reading program have been scheduled.
4. Receive the November and December 2007 Library Equipment Acquisition Fund (L.E.A.F.) activity update.
 - The donation given by Mary Baldwin was acknowledged.
 - The library receives a small amount for having Jobview available at the library.
 - a) Update for "ongoing" book sale
December sales were up from November with a big week before Christmas.
5. Receive ongoing report on volunteer hours in Library.
 - Hours were up 11.6% from last year.
 - Recognized Mary Baldwin for volunteering at the library.
 - GED tutors are needed for Monday and Wednesday night classes.
6. Recap of joint work session with the City Council on December 4, 2007.
 - Debbie Keys presented Library Board's goals and objectives to the City Council at the work session.
 - Mayor mentioned at the Board and Commission banquet he was impressed with our presentation and liked our enthusiasm.
7. Discuss Mandatory Open Meeting Act training.
 - Decided all Board members will complete their online training this month.
 - Brenda will email the link to Board members.

8. Receive Library Manager schedule for January 2008.
- Jeff will attend the monthly PLANT meeting in Richardson on the 11th and the next meeting will be February 8th.
 - Jeff will attend preliminary talks about forming a partnership combining online catalogs with other local cities; changing automation system might save money if it is a collaborative effort.
 - Friends of the Rowlett Library, Inc. meeting on the 22nd.
 - Arts and Humanities Commission joint work session with City Council on February 5th.
 - Next Library Board meeting will be February 14th.
9. Public Announcements.
- None.
10. Future Topics.
- Call to order
 - Approve the minutes from the regular meeting on January 10, 2008
 - Receive the State of Library report for January 2008
 - Receive the January 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
 - Update on Mandatory Open Meeting Act training
 - Discuss fundraising ideas
 - Discuss options for National Library Week observance
 - Receive Library Manager schedule for February 2008
 - Public Announcements
 - Future Topics
 - Adjourn
15. Adjournment.
Meeting adjourned at 7:45 p.m.


Debbie Keys, Chairperson

2/14/08 
Date