

OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, April 10, 2008

Location: Library Conference Room, 3900 Main Street

1. Call to order and determination of Quorum.
 - Members present: Debbie Keys, Veda Kull, Mary Baldwin, Pat Harris and Ginny Thomas.
 - Members absent: Cynthia Lubben.
 - Staff present: Jeff Timbs.
2. Approve the minutes of the regular meeting of March 13, 2008.
 - Motion made by Pat Harris to approve minutes as written, motion seconded by Veda Kull. Motion approved unanimously.
3. Receive State of Library report for March 2008.
 - Jeff Timbs, Library Manager, has given his resignation; Lee Sparks will be Interim Library Manager (she is not interested in the position permanently).
 - Online usage 28,000 for the month.
 - City budget process has begun, Jeff will make recommendations before he leaves; but doesn't know what the final outcome will be.
4. Receive the March 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update.
 - Received \$2,000 donation from Wal-Mart to be used for young adult items.
 - Tote bags/books bags estimated cost of \$2,000.
 - a) Update for "ongoing" book sale
 - Average \$100 per week.
5. Receive ongoing report on volunteer hours in Library.
 - Volunteer appreciation brunch scheduled for Saturday, April 19; the Mayor may be at the brunch.
6. Update on purchase of book tote bags.
 - Tote bags have been ordered and will probably be delivered next week (April 17th).
 - Recommended suggested donation \$8.00 or two for \$15.
 - Will display tote bag with sign and suggested donation amount.
7. Discuss National Library Week observance.
 - National Library Week is April 14 – 19, 2008.
 - Proclamation was signed by the Mayor and will be on display in the library.
 - Children who vote for their favorite book will receive a grab bag.
 - Program, "Magic of Storytelling" scheduled for Saturday, April 19th.
8. Discuss National Library Legislative Day.
 - Opportunity not pursued.
9. Discuss Annual Parent-Child tea party scheduled for May 10, 2008.
 - If you would like to help set-up and help during the tea party, please contact Kathy Lane.

10. Receive Library Manager schedule for April 2008.
- Jeff's last day will be Wednesday, April 23rd.
 - Lee Sparks will be Interim Library Manager until position is filled.
11. Public Announcements.
- Next Library Board meeting is May 8, 2008.
 - Pat Harris suggested Ms. Corder attend the next Library Board meeting; Jeff will extend the invitation to her.
 - Please submit questions (via email) to Veda before the meeting so she can compile for the meeting for Ms. Corder.
 - Debbie Keys will not be at the May meeting; Veda Kull will preside at meeting.
 - Texas Library Association Conference in Dallas next week; Ingram Library Service extended free passes if Board members would like to attend.
 - Pat Harris nominated to take minutes in June for Ginny Thomas who will not be at the meeting.
12. Future Topics.
- Call to order
 - Approve the minutes from the regular meeting on April 10, 2008
 - Receive the State of Library report for April 2008
 - Receive the April 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update
 - a. Update on the "ongoing" book sale
 - b. Update on tote bag donations
 - Receive ongoing report on volunteer hours in library
 - Update on Texas Library Association Conference
 - Receive Interim Library Manager schedule for May 2008
 - Public Announcements
 - Future Topics
 - Adjourn
13. Adjournment.
Meeting adjourned at 7:29 p.m.

Veda Kull, Vice Chair
Debbie Keys, Chairperson

5-8-08
Date