

OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, April 9, 2009
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:01 p.m. and a quorum was present.
 - Members present: Veda Kull, Ginny Thomas, Donna Davis, Pat Harris and Julie Plummer.
 - Members excused: Cynthia Lubben and Mary Baldwin.
 - Members absent: N/A
 - Visitors: Blake Thomas
 - Staff present: Kathy Cockcroft.

2. Consider approving the minutes of the regular meeting of March 12, 2009.
 - Number 4: add to next to last bullet, "Once full Bond Committee determines priorities".
 - Number 4: change last bullet, "bids maybe lower than last 6 months because of the economy"
 - Number 5: add to next to last bullet, "it may be a struggle to maintain basic standards in some areas."
 - Motion made by Donna Davis to accept the minutes as corrected. Motion was seconded by Ginny Thomas. Motion passed unanimously.

3. Receive State of Library report for March 2009.
 - Each department have offered budget cuts for Council to discuss; supports maintaining library accreditation and filling library systems position (may be October 1 before position can be filled, but can start interviewing in August).
 - Kick off of 2 year budget, City Manager feels strongly about keeping on budget and revenue for library; they will take out IT support and only charge actual monies spent on software vendors.

Receive an update on the library's budget.

- Texas Library Association conference in Houston, Veda attended as well as Kathy.
- Texas State Library annual report has been submitted.
- Proposed budget due May 1st and is a 2 year budget.

Receive an update on the Library Equipment Acquisition Fund (L.E.A.F.).

- LEAF budget was presented.
 - Deposits from book donations, sales of ear buds, flash drives, and interest payment.
 - a) Update for "ongoing" book sale
 - Book sales of \$220.55 for the month.
 - b) Update on tote bag donations
 - Eight bags sold in March.

Receive ongoing report on volunteer hours in Library.

- Volunteer hours for March were 333 hours.

Receive an ongoing report on programs.

- First Annual Cake Walk was a huge success with over 125 attending.
- Program, "Are You Out of Your Gourd" presented by local artist, Pat Duncan was a big hit.

Announce upcoming events.

- Night at the Museum Saturday, April 18th.
- Scrapbooking, Saturday, April 25th.
- Volunteer brunch Saturday, April 25th.
- Early voting in the meeting room.

4. Update on the Bond Committee.

- No report at this time.

5. Review Library Policy Manual.

- Reviewed Sections II and III.
- Discussed various changes and suggestions for these sections; stopped on page 6, Interests/Concerns and will resume at that point.

6. Public Announcements.

- None.

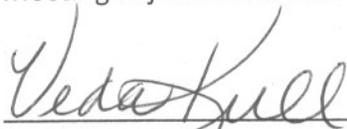
7. Future Topics.

- Call to order
- Consider approving the minutes from the regular meeting held April 9, 2009
- Receive the State of Library report for April 2009
 - receive an update on the library's budget
 - receive an update on Library Equipment Acquisition Fund (L.E.A.F.) fund
 - a) update on the "ongoing" book sale
 - b) update on tote bag donations
 - receive ongoing report on volunteer hours in library
 - receive an ongoing report on programs
 - announce upcoming events
- Review Library Policy Manual (starting at page 6, Interests/Concerns)
- Update on the Bond Committee by Donna Davis
- Discuss mission statement.
- Discuss meeting with other boards in regard to libraries and councils activities.
- Discuss opportunities to promote the library and activities at council meetings.
- Report on the Northeast Texas Library Systems (NETLS) annual meeting.
- Public Announcements
- Future Topics
- Adjourn

8. Adjournment.

Motion made to adjourn by Pat Harris, seconded by Donna Davis.

Meeting adjourned at 8:24 p.m.



Veda Kull, Chairperson



Date