



OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, January 10, 2013
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:00 p.m. and determined a quorum was present.
 - *Members present: Pat Harris, Bill Schwab, Tana Daniels and John Pritchard*
 - *Members absent: Ginny Thomas and Deborah Smith*
 - *Staff present: Kathy Freiheit, Director of Library Services and Tonya Hartline, Public Services Manager*
2. Consider approving the minutes from November 8, 2012 meeting.
 - *Motion made by Bill Schwab to accept the November 8, 2012 meeting minutes as presented; John Pritchard seconded; motion passed unanimously.*
3. Acknowledge communications and announcements.
 - *None at this time.*
4. Receive State of Library reports for November and December 2012.
 - State of Library reports will be presented quarterly; at the February meeting 1st quarter report to be presented (October – December 2012)*
 - Tonya and staff working on program calendars*
 - *Receive an update on the Library Equipment Acquisition Fund (L.E.A.F.)*
 - a) *Update on the "ongoing" book sale – November \$139.11*
 - b) *Update on the tote bag donations – November \$15.00 (3 bags)*
 - *Received ongoing report of volunteer hours in Library*
 - *Volunteer hours in November: 314 hours; YTD 637 hours*
 - *Received an ongoing report on programs*
 - Tonya reported award ceremony for "Ben Franklin Book Trailer Contest" is Saturday, January 19th*
 - Family programs are scheduled for the first 3 Saturdays each month; movies, crafts and games*
 - "No Page Unturned" book club, next book club is scheduled Thursday, January 17th*
 - "Four Paws Up Dancing Dogs" program on Saturday, January 26th*
 - Tonya gave update on "Black History Bookmark Contest" to be held in February*
 - *Announce upcoming events.*
 - Upcoming programs in February to celebrate Black History month: Rowlett Community Chorale on the 2nd; Tammy Abernathy, "I Like Me" on the 16th; Melody Bell on the 23rd*
 - Saturday, February 9th at 2 p.m., "Love Your Library" and "Anti-Valentines for Teens" craft programs*
 - Monday, February 11th, Library Open House*
 - Proclamation for National Library Week to be presented in April; Library association priorities given to state legislation*

5. Discuss and take possible action to provide name badges for Board members.
- *Several badge styles were presented to Board. Motion made by Tana Daniels to approve the lanyard style badges for members; Bill Schwab seconded; motion passed unanimously.*
6. Discuss enhancement of public's awareness of the library.
- *Update on Mystery Theater*
--*Decision made to cancel presentation*
 - *Discuss future Open House opportunities*
--*Open House planned for Monday, February 11th, will have book give-aways; Pat to contact Deborah; Tana will provide snacks and Bill will provide diabetic alternatives*
--*Board members encouraged to participate in (at least) one program*
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.
- *GED instructor and City Councilmember Donna Davis is stepping down.*
8. Future Topics for next meeting
- *Call to order*
 - *Consider approving the minutes from the previous meeting*
 - *Acknowledge communications and announcements*
 - *Receive the State of Library 1st quarter reports for FY2013 (October – December 2012)*
 - *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*
 - *Receive 83rd Texas Legislative Session update*
 - *Discuss February 11th Library Open House*
 - *Public announcements*
 - *Future agenda items*
 - *Adjourn*
9. Adjournment.
Motion made to adjourn by Bill Schwab and seconded by Tana Daniels; motion passed unanimously. Meeting adjourned at 7:40 p.m.

Pat Harris
Pat Harris, Chairperson

2/14/13
Date