

## OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, January 8, 2009  
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:03 p.m. and a quorum was present.

- Members present: Veda Kull, Cynthia Lubben, Mary Baldwin, Pat Harris and Donna Davis.
- Members absent: Ginny Thomas
- Staff present: Kathy Cockcroft.

2. Consider approving the minutes of the regular meeting of November 13, 2008.

- Motion made by Pat Harris to accept the minutes as written. Motion was seconded by Donna Davis. Motion approved unanimously.

3. Receive State of Library report for November and December 2008.

- Kathy Cockcroft changed the way non-print multi-items (CDs and movies) are checked out. Check out totals will be recorded more accurately.
- Summer programs will be held at the Community Centre.
- Lillie Cane, previously a contract librarian, started full-time on December 29, 2008.

Receive an update on the library's budget.

- Received donation from the Friends of the Rowlett Library, Inc. of \$4,000 gift for Summer Reading programs (first installment of \$10,000 donation).
- New key chain library cards purchased for \$2,500.

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

- LEAF budget was presented.
  - a) Update for "ongoing" book sale  
Grab bags with romance books are a new addition to sale.
  - b) Update on ~~total~~<sup>total</sup> bag donations *UK*  
Despite the wonderful display, no bags were sold.

Receive ongoing report on volunteer hours in Library.

- Librarian, Lillie Cane, will serve as the volunteer coordinator in the library.
- There was a decline in volunteer hours due to less activity in December.

Update on upcoming events.

- Upcoming program is "Pirates of the Caribbean".
- Future events include "Denman Family Gospel Group" on February 21 and a St. Patrick's Day cake walk.

4. Report on City Council joint session held December 16, 2008.

- Group was interested in library activities. Lots of questions regarding new building. Overall, a positive meeting.

5. Report on Facilities tour.

- Presentation was well attended by Board members and Friends of the Library. Committee toured building and were attentive and interested. The case for a new library building was well presented.

6. Update on the Bond Committee.

- Completed tours of City buildings. Determined ranking of the priority of City building needs. They will determine cost for needs. ~~There will be restrictions based on current property tax levels in Rowlett.~~ *UK* Overall, the City buildings tend to be undersized and most need improvement.

7. Report of Northeast Texas Library System (NETLS) Integrated Library System.

- Kathy Cockcroft attended NETLS meeting in December. Most systems interested in joining a consortium expressed their general needs and requests. Seeking grant money and resources to meet the collective future needs. Work in progress on an integrated library system.

8. Discuss North Texas Conference for Library Supporters.

- Conference will be in Fort Worth on January 31<sup>st</sup>. Kathy and Donna plan on attending.

9. Public Announcements.

- Rowlett resident, Rachel Kempf, has offered to provide resume assistance and interviewing techniques in workshops in February.
- January 20<sup>th</sup> at 7:30 p.m. the administering of the Oath of Office for the City Manager, Lynda Humble and the State of the City address presented by Mayor John Harper.

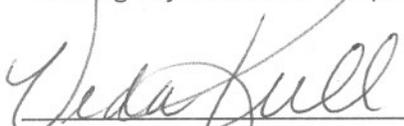
10. Future Topics.

- Call to order
- Consider approving the minutes from the regular meeting on January 8, 2009
- Receive the State of Library report for January 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
  - upcoming events – Die cut program for scrapbooking to be held in March
- Update on the Bond Committee by Donna Davis
- Public Announcements
- Future Topics
- Adjourn

11. Adjournment.

Motion made to adjourn by Pat Harris, seconded by Mary Baldwin.

Meeting adjourned at 7:50 p.m.

  
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Veda Kull, Chairperson

  
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Date

*"as corrected"*