

Mayor ~ Todd Gottel  
Mayor Pro Tem ~ Michael Gallops  
Deputy Mayor Pro  
Tem ~ Tammy Dana-Bashian

City Council ~  
Robbert van Bloemendaal  
Carl Pankratz  
Debby Bobbitt  
Rick Sheffield



*A unique community where families  
enjoy life and feel at home*

City Manager ~ Brian Funderburk

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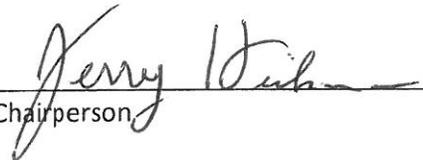
**OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD**

Thursday, August 13, 2015

Conference Room B, City Hall, 4000 Main Street

1. Meeting called to order by Chair Pat Harris at 6:40 p.m. and determined a quorum was present.
  - *Members present: Pat Harris, Bill Schwab, Jerry Hickman, Deborah Smith, Linda Maki and Cassie Wilson*
  - *Members absent: Tana Daniels*
  - *Staff present: Kathy Freiheit, Director of Library Services*
2. Chair selects voting alternate(s), if necessary.
  - *N/A*
3. Consider approving the minutes from the regular meeting held June 11, 2015.
  - *Motion made by Deborah S. to accept the June 11, 2015 meeting minutes as written; motion seconded by Jerry H.; motion passed unanimously.*
4. Acknowledge communications and announcements.
  - *Kathy F. reminded members that if their term expires September 30, 2015, the deadline to re-apply for boards and commissions service is Friday, August 14, 2015.*
5. Receive Staff reports.
  - a) Third Quarter statistical reports for FY2015
    - *Third Quarter ended in June; Library was closed in May so numbers are down*
    - *Additional OverDrive eBook purchases are being made; materials purchased through an Advantage account are only available for Rowlett cardholders*
    - *Kathy F. reviewed quarterly statistics, lower public computer usage is a result of fewer being available at new location; it has been a trend for customers to come more often to the library with their own personal computers and devices*
    - *Question was asked about volunteers and "sit-down" jobs at the Library; Kathy F. explained that workspace is very limited space; future volunteer needs will include tagging of inventory for RFID and self-service checkout*
  - b) Ongoing report on programs
    - *Reviewed August and September events lists and program calendars*
    - *Kathy F. noted lower attendance at Summer programs now held at the Community Centre when compared to last year*
  - c) Announce upcoming events
    - *N/A*
6. Update on Library Visioning Task Force activities.
  - *A bus tour was taken on Saturday, August 8, 2015. Visited libraries in Wylie, Little Elm, University Park and Dallas Public Library's Polk-Wisdom branch*
  - *Discussed the uniqueness of each library; all four have self-checkout available for customers*

- *Library Visioning Task Force meet last night to discuss their impressions of libraries toured. They will now work on questions for a customer survey to gather input for the next facility.*
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.
- Volunteer Fair held Thursday, July 30, 2015 had a very low turnout.
8. Future Topics for next meeting.
- *Call to order*
  - *Chair selects voting alternate(s), if necessary*
  - *Consider approving the minutes from the previous meeting*
  - *Acknowledge communications and announcements*
  - *Director's report.*
  - *Update on Library Visioning Task Force*
  - *Public announcements*
  - *Future agenda items*
  - *Adjourn*
9. Adjournment.
- *Motion made to adjourn by Deborah S. and seconded by Bill S; passed unanimously. Meeting adjourned at 7:15 p.m.*

  
Chairperson

9/10/2015  
Date