

## Minutes

### Library Board of Trustees Meeting of

February 9, 2016 at 5:30pm at the Library

The Meeting was called to order by Acting Chairperson, Peggy Proffitt at 5:49 pm. Those present were Barbara Owens, Carol Poss, Peggy Proffitt, Heather Haskin, City Manager Kelly Kuenstler and Library Director Sandy Underwood. A quorum is present

There were no citizens to be heard.

A motion was made by Barbara Owens and seconded, by Heather Haskin that the minutes for the November 2015 meeting were approved as corrected and the minutes for the January 2016 meeting be accepted as presented. Unanimous approval.

The City Manager, Kelly Kuenstler, was introduced and welcomed.

The Library was presented the Texas Municipal Library Directors Association Award of Excellence in Libraries at the last Council Meeting. Of 551 public libraries in Texas, 42 won the award. Senator Menendez also presented a certificate of recognition for this.

The Teen Advisory Group is mainly the same bunch of kids, but they are working to expand awareness. We are working to update the Young Adult area and make it more teen friendly and defined as a Teen Area.

Policy Updates: The board voted on the previously presented policies of Collection Development and Meeting Room. There was discussion about weeding and book challenges and the importance of having these detailed policies. A motion was made by Carol Poss and seconded by Heather Haskin to approve the two policies as presented. Sandy passed out proposed policies on Patron Conduct and Reference for voting next month. The City Manager pointed out a concern in 3a of the conduct policy and suggested the Library Director, City Manager and City Attorney meet to word correctly before the Board votes on it next month. The importance of correct wording was emphasized as we have had issue with a man masturbating in the back area of the library, witnessed by a patron. This also put urgency on the issue of security cameras and the City Manager assured us this needs to be an addition.

Room Dedication Update: Discussion ensued regarding plaques at a cost of approximately \$100 each versus 3D lettering costing approximately \$450 each. Marcy Meffert donated \$300 toward signage as this was the estimate for plaques originally. Carol Poss said that the Friends group would cover any costs over the \$300 if we would like to do a plaque AND the 3D letters for each room. The Friends will also cover cost of food. It was also suggested we frame a picture of who

we are honoring and place by the plaques. Dates being considered are Saturday May 7 or Saturday May 14, at 2:30 pm. Families/Honorees will be contacted for final date.

Public Meetings will be held on Tuesday, February 23 from 6:30 – 7:30 pm and again on Saturday, February 27 from 10:30 – 11:30 am for the purpose of inviting the public for their input on our Strategic Plan.

Volunteer Recognition Event: City Event is Wednesday, April 6 at 6:00 pm for all Trustees.

Sandy discussed the confusion between the city and the library regarding Volunteers and recognition. The city was under the impression all library volunteers were invited to the Volunteer Dinner, when in fact it is only the Trustees. In future, we are going to discuss adding all our volunteers in for the dinner, but it was a bit late this year to change. Our event will continue this year with all City Officials formally invited. Due to the many activities within the city in April, we chose Saturday, April 9<sup>th</sup> at 2:30 pm for our recognition event. We will do as in prior years, however no alcohol will be served at the advice of our City Attorney. Sign ups for food will be available next meeting.

Director's Report: January Stats were passed out, showing circulation increasing still over last year's numbers. The library is going into budget and we are looking at projecting capital for new air-conditioning units as well as a security system. The Library is participating in Earthwise Living on Saturday, March 5 with recycled crafts, Dr. Seuss Themed due to his birthday that week.

Carol Poss reported that the last Friends book sale brought in \$185. Spring Book Sale Dates will be Friday March 4 and Saturday March 5, 10am – 6pm each day.

The next board meeting is scheduled for March 8, 2016.

There being no further business or announcements, Barbara Owens moved to adjourn the meeting, Carol Poss seconded the motion, motion approved and the meeting adjourned at 7:20 pm.

  
Approved