

Leon Valley Public Library

Board of Trustees

Thursday October 11, 2018, 5:30pm

6425 Evers Road, Leon Valley, Texas 78238

MINUTES

Attendance: Heather Haskin (Chair), Janet Stone (Vice Chair), Brigid Cooley (Secretary), Carol Poss (Trustee), Jill Crane (Trustee), Sandra Keller (Trustee), Barbara Owens (Trustee), Katie Gwaltney (Alternate), Clare Brown (Citizen), Sandy Underwood (Library Director)

Not in Attendance:

1. Call to Order and Determine a Quorum is Present

The meeting was called to order at 5:33 p.m. by Chair Heather Haskin

2. Citizens to Be Heard

There were no citizens to be heard

3. Consider Approval of 09/11/2018 Minutes

A motion by Trustee Sandra Keller was made and seconded by Trustee Barbara Owens to approve agenda Item 3 (Board of Trustee Minutes - 09/11/2018) as presented. Upon a unanimous vote, Chair Heather Haskin announced the motion carried.

4. Open Positions – Katie Gwaltney and Clare Brown have applied for alternate

City Council has approved Trustee Sandra Keller's appointment to full trustee and Alternate Katie Gwaltney's application for the previously vacant alternate position. Ms. Clare Brown's application for the vacant alternate position has been submitted to the City Council for consideration.

5. Update on New Secretary Training

Secretary Brigid Cooley reported that she has been working with the City Secretary on minute taking guidelines. Board Secretary Brigid Cooley will continue to work with the City Secretary on minute preparation.

6. Library Director's Report (S. Underwood)

Library Director Sandy Underwood gave the Board updates on end of fiscal year stats, as well as notable upcoming library events.

7. Friends of the Library Report (C. Poss)

Trustee Carol Poss reported on the last Friends booksale. The Friends continue to prepare for the upcoming Breakfast with Santa.

8. Announcements by Chair, Board Members, and Library Director

9. Adjourn

Secretary Brigid Cooley moved to adjourn the meeting at 6:21 p.m.; Trustee Barbara Owens seconded.

These minutes were approved by the Leon Valley Board of Trustees on 8 of November, 2018

APPROVED



HEATHER HASKIN

CHAIR

ATTEST:



BRIGID COOLEY, BOARD SECRETARY