



Official Minutes of the Rowlett Public Library Advisory Board

Thursday, February 9, 2017

Rowlett Public Library

5702 Rowlett Road, Rowlett, TX 75089

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1. Meeting called to order by Chair Jerry Hickman at 6:30 p.m. and determined a quorum was present.
 - *Members present: Jerry Hickman, Bill Schwab, Tana Daniels, Deborah Smith, Vicki Stallcup-Causey, and Anja Vukich (arrived 6:41).*
 - *Members absent: N/A*
 - *Staff present: Elise Bowers, Community Advocate Coordinator and Kathy Freiheit, Director of Library Services*

 2. Chair selects voting alternate(s), if necessary.
 - *N/A*

 3. Presentation on Citizen City Academy by Elise Bowers, Community Advocate Coordinator.
 - *Academy created for citizens to learn how City operates, how City Council is elected, City budget process and how local government works. Excellent way to prepare to serve the community in various opportunities.*
 - *Academy will last 11 weeks (Thursdays) from 5:30 – 8:30 p.m. (5:30 – 6:30 p.m. social hour); from March 2 – May 18, 2017.*
 - *February 20 is the deadline to apply; if the limit is exceeded, members will be picked by lottery.*

 4. Consider approving the minutes from the regular meeting held January 12, 2017.
 - *Motion made by Jerry H. to accept the January 12, 2017 meeting minutes as written; motion seconded by Bill S.*
 - *Approved 4-0.*

 5. Director's Report.
 - a) Quarterly update.
 - *Kathy thanked Board members for volunteering during the RFID rollout; staff have received good customer feedback*
 - *Update given on Black History Month Bookmark Contest; bookmarks given to Board members*
 - *Lauren Maxon hired for part-time Publicity Librarian; full-time Children's Librarian position is still vacant*
 - *Review of February and March 2017 program calendars*
 - *Upcoming February events include Love Your Library Month and a Home Buying seminar*
 - *Upcoming March events include Spring Break activities*
 - *Kathy provided First Quarter statistics; comparing gate counts over last year, numbers are down, probably due to online access*
 - *New desktop computers are in process for both staff and customers; plan to add four additional public computers at new location*
 - *L.E.A.F. funds come from book sales and donations; funds used for movie passes, books, equipment for Library*
 - b) Texas State Library 85th Legislative Session priorities.
 - *Every two years State Legislature meets. Texas Library Association staff keeps everyone informed on what is going on with State Library & Archives Commission's budgets. In 2011, their budget was*

drastically cut and more revenue cuts are expected due to declines in the oil and gas industry; \$65.8 million budget has been proposed.

- Item 2, \$8.4 million for online resources in STEM areas; this item is most important to our library
- Item 5, \$1 million to encourage library participation in federal E-rate program
- Kathy provided link identifying Texas State Senators and State Representatives including contact information for sending requests to support funding for State Library needs..

6. Discuss February "Love Your Library Month" staff appreciation activities.

- Staff enjoyed AMC movie passes provided last year; Kathy provided current pricing
- Bill S. made a motion to spend \$200 for movie passes for staff; motion seconded by Deborah S.
- Approved 4-0.
- Bill S. will present to staff on Valentine's Day; Board members are welcome to bring goodies, if so inclined. Deborah and Anja expressed interest.
- Kathy thanked Anja V. for Chik-fil-A breakfast treats she brought when volunteering with RFID roll-out

7. Update on Library Visioning Task Force activities.

- Still working on design and facility needs; back up due to scheduling problems with construction estimators to obtain pricing
- Possible Library closing September 2017 to move to leased facility; re-opening anticipated in October

8. 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.

- Save the date: Tuesday, April 4 for City Council meetings
 - Annual joint work session with Council to discuss accomplishments from last year and plans for this year, as well as any budget needs. Kathy will prepare a slide presentation and notify members of start time when determined.
 - Also, National Library Week proclamation and 2016 TMLDA award presentation at regular Council meeting, beginning at 7:30 p.m.
- Keep Rowlett Beautiful (KRB) will present a program at the Library on April 8.

9. Future Topics for next meeting.

- Call to order
- Chair selects voting alternate(s), if necessary
- Consider approving minutes from the previous meeting
- Director's report
- Update on February "Love Your Library Month" staff appreciation activities
- Update on Library Visioning Task Force activities
- Public announcements
- Future agenda items
- Adjourn

10. Adjournment.

- Motion made to adjourn by Bill S. and seconded by Deborah S.; motion passed unanimously. Meeting adjourned at 7:30 p.m.


Chairperson

9 MARCH 2017
Date