

OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, June 12, 2008

Location: Library Conference Room, 3900 Main Street

1. Call to order and determination of Quorum.
 - Members present: Debbie Keys, Veda Kull, Mary Baldwin, Pat Harris, Ginny Thomas, Cynthia Lubben and Donna Davis.
 - Members absent: N/A.
 - Staff present: Katie Corder and Lee Sparks.
2. Approve the minutes of the regular meeting of May 8, 2008.
 - Motion made by Pat Harris to approve minutes as written, motion seconded by Cynthia Lubben. Motion approved unanimously.
3. Receive State of Library report for May 2008.
 - GED program going very well with Sherry Wiley as coordinator.
 - First day of Summer Reading Program stats: 1,595 people entering library, 2,162 items checked out, 1,402 items checked in; 347 items used in-house and 407 individuals registered for reading program.
 - Online book club has 226 members and a total usage of 4,520 for the month.
 - Rockwall County Library will be closed from July 21 to September 8th due to moving into new facility; with the closing, we will see an increase in our library usage.
 - New outside sign donated by the Friends of the Rowlett Library, Inc. and was presented to the City at the last City Council meeting.
 - At the June 17 City Council meeting, the 2007 TMLDA Award for Excellence will be presented.
 - Volunteers are needed to work at the Festival of Freedom, June 28th and 29th.
4. Receive an update on the library's budget.
 - Provided proposals for service goals; library is a priority, in this year's budget have added downloadable books.
 - Community budget meetings scheduled for Monday June 16, Wednesday June 18, Monday June 23 and Tuesday June 24.
5. Receive the May 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update.
 - Friends of the Rowlett Library, Inc. made a donation to purchase books in honor of Jeff Timbs' years of service. Jeff requested books be about cancer and cancer survivors.
 - Library ordered 1,000 cups to be given out at the Festival of Freedom to advertise the library.
 - a) Update for "ongoing" book sale
 - Donations this month: \$355.
 - b) Update on total bag donations
 - Received \$77 in donations for tote bags
6. Receive ongoing report on volunteer hours in Library.
 - Hours have increased 82% since 2007.

7. Receive a summary on the 2nd Annual Parent-Child tea party held May 10, 2008.
 - Forty-two tickets given out and had 100 names on the waiting list; set-up was beautiful.
8. Receive Interim Library Manager schedule for June 2008.
 - Lee will be leaving early on Friday, June 20th.
9. Public Announcements.
 - Interim Library Manager, Lee Sparks, submitted her resignation today; she will be leaving at the end of June.
 - Katie Corder explained the Library Manager recruitment effort will begin right away; will look for a contract person in the interim, hopefully will be in place before the end of June.
10. Future Topics.
 - Board will not meet in July, next meeting scheduled for August 14th
 - Call to order
 - Approve the minutes from the regular meeting from June 12, 2008
 - Receive the State of Library report for June 2008
 - Receive an update on the library's budget
 - Receive the June 2008 Library Equipment Acquisition Fund (L.E.A.F.) activity update
 - a. Update on the "ongoing" book sale
 - b. Update on tote bag donations
 - Receive ongoing report on volunteer hours in library
 - Receive a report on the Festival of Freedom
 - Receive Interim Library Manager schedule for August 2008
 - Public Announcements
 - Future Topics
 - Adjourn
11. Adjournment.

Meeting adjourned at 7:42 p.m.


Debbie Keys, Chairperson

8-14-08
Date