



OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, November 8, 2012
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:02 p.m. and determined a quorum was present.
 - *Members present: Pat Harris, Ginny Thomas, Bill Schwab, Tana Daniels, John Pritchard and Deborah Smith*
 - Members absent: N/A*
 - *Visitors: Rebecca Mendez, Taylor Persaile, Olivia Persaile and Kim McCracken*
 - *Staff present: Kathy Freiheit, Director of Library Services and Tonya Hartline, Public Services Manager*
2. Consider approving the minutes from October 11, 2012 meeting.
 - *Motion made by Bill Schwab to accept the October 11, 2012 meeting minutes as presented; Ginny Thomas seconded the motion. Motion passed unanimously.*
3. Board and Commission new member orientation (part 2) – Kathy Freiheit.
 - *New member orientation presented by Kathy Freiheit, informational handout provided to members.*
4. Acknowledge communications and announcements.
 - *None at this time.*
5. Receive State of Library reports for October 2012.
 - Kathy reported on library statistical increases from FY2011 to FY 2012*
 - Announced self-authored book donations from former Mayor Jim Thompson*
 - Highlighted December program calendar*
 - Shared Operational Update*
 - *Receive an update on the Library Equipment Acquisition Fund (L.E.A.F.)*
 - a) Update on the "ongoing" book sale – report not available for meeting*
 - b) Update on the tote bag donations – report not available for meeting*
 - *Received ongoing report of volunteer hours in Library*
 - Volunteer hours in October: 323 hours*
 - *Received an ongoing report on programs*
 - October programs presented included: Spooktacular, Pumpkin Painting and Teen Read Week*
 - Tonya gave update on "No Page Unturned" book club; group discusses what they read and what they like; at February 2013 book club group will discuss what books to read*
 - World of Gourds program presented Saturday, November 3rd*
 - Senior Computer Classes, November 6-8th, Introduction to Email*
 - *Announce upcoming events.*
 - Library entered a float in the holiday parade, "Books are for Giving" Saturday, November 17th*

- No Page Unturned Reader's Club from 7 – 8 p.m. the third Thursday each month
- Bilingual Spanish Story Time the third Tuesday each month

6. Discuss enhancement of public's awareness of the library.

- *Update on Mystery Theater*
 - Pat sent out update to Chamber; there is a \$50 charge for Chamber to email info to their members; Kathy will check to verify if funds are available
 - Not all roles for play are filled yet
 - Jerry with the Friends of the Rowlett Library will do behind the scenes work; he'll work with Bill on this
 - Lynda, Tana, Deborah and Ginny will work to provide desserts; Bill will donate nuts; Manager at Chick-fil-A will donate tea and Deborah will check with Canes for lemonade
 - Library will have five stations set-up to showcase library services
 - Pat thinks a December meeting is needed to finalize; Board needs to take action for any open invitation spots available

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.

- No announcements

8. Future Topics for January 2013 meeting

- *Call to order*
- *Consider approving the minutes from the previous meeting*
- *Acknowledge communications and announcements*
- *Receive the State of Library reports for November and December 2012*
 - *receive an update on Library Equipment Acquisition Fund (L.E.A.F.) fund*
 - a) *update on the "ongoing" book sale*
 - b) *update on tote bag donations*
 - *receive ongoing report on volunteer hours in library*
 - *receive an ongoing report on programs*
 - *announce upcoming events*
- *Discuss enhancement of public's awareness of the library*
 - *Update on Mystery Theater*
- *Public announcements*
- *Future agenda items*
- *Adjourn*

9. Adjournment.

Motion made to adjourn by Bill Schwab and seconded by Ginny Thomas; motion passed unanimously. Meeting adjourned at 8:33 p.m.

Pat Harris
Pat Harris, Chairperson

1/10/13
Date