



OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, October 10, 2013
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:00 p.m. and determined a quorum was present.
 - *Members present: Pat Harris, Bill Schwab, John Pritchard, Tana Daniels, Deborah Smith, Linda Maki, Sharon Moore and Cassie Wilson*
 - *Members absent: Jerry Hickman*
 - *Visitors: Pamela Bell*
 - *Staff present: Tonya Hartline, Library Public Services Manager, and Laura Hallmark, City Secretary*
2. Administer the Oath of Office and Statement of Elected/Appointed Officer to the newly appointed members.
 - *Laura Hallmark administered the Oaths to Linda Maki, Sharon Moore, Cassie Wilson, Bill Schwab and Tana Daniels. New member Jerry Hickman was not present, will need to contact Laura to schedule a time to be sworn in before the next meeting.*
3. Introduce members and elect officers for FY2013-2014.
 - *New members Linda Maki, Sharon Moore and Cassie Wilson were introduced and current members provided their background information.*
 - *Bill Schwab nominated Pat Harris for Chair and John Pritchard seconded the nomination. Board members elected Pat Harris to serve as Chair for FY2014.*
 - *Deborah Smith nominated John Pritchard for Vice-Chair and Bill Schwab seconded the nomination. Board members elected John Pritchard to serve as Vice-Chair for FY2014.*
 - *John Pritchard nominated Deborah Smith for Secretary and Pat Harris seconded the nomination. Board members elected Deborah Smith to serve as Secretary for FY2014.*
4. Consider approving the minutes from September 12, 2013 meeting.
 - *Motion made by Bill Schwab to accept the September 12, 2013 meeting minutes as written; motion seconded by Tana Daniels; motion passed unanimously.*
5. Acknowledge communications and announcements.
 - *Board and Commission Orientation for newly appointed and re-appointed members is scheduled for Thursday, October 24th at 7 p.m. in the City Council chambers.*
 - *Newly appointed and re-appointed members need to complete mandatory Open Meetings Training and submit certificate to the City Secretary by Monday, October 28th.*
6. Receive Staff reports.
 - *Library statistical reports are presented quarterly; FY2013 year-end report will be presented at the November meeting.*
 - *Ongoing report on programs*
 - *--Tonya gave a report on programs offered in September.*

- *Announce upcoming events*
 - Tonya provided information on upcoming and new programs. New programs offered: Prime Time (after school book club) and an evening Pajama Storytime. Some October programs to be offered: Teen Read Week October 14th – 19th; Trick or Read on the 19th, I Was a Teenage Monster on the 26th.
 - Tech Education classes have been shortened, with focus on various technical subjects.

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.

- *Texas Book Festival in Austin October 26th and 27th. For more information, go to www.texasbookfestival.org.*

8. Future Topics for next meeting.

- *Call to order*
- *Consider approving the minutes from the previous meeting*
- *Board and Commission new member orientation (Part 2) – Kathy Freiheit*
- *Acknowledge communications and announcements*
- *Receive Staff reports*
 - Year-end Library statistical report for FY2013
 - Ongoing report on programs
 - Announce upcoming events
- *Public announcements*
- *Future agenda items*
- *Adjourn*

8. Adjournment.

- *Motion made to adjourn by Bill Schwab and seconded by John Pritchard; motion passed unanimously. Meeting adjourned at 7:41 p.m.*

Pat Harris
Chairperson

11/21/13
Date