

Mayor ~ Todd Gottel
Mayor Pro Tem ~ Chris Kilgore
Deputy Mayor Pro
Tem ~ Michael Gallops
City Council ~
Doug Phillips
Tammy Dana-Bashian
Carl Pankratz
Debby Bobbitt
City Manager ~ Brian Funderburk



*A unique community where families
enjoy life and feel at home*

OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, February 13, 2014
Location: Library Conference Room, 3900 Main Street

1. Meeting called to order at 7:05 p.m. and determined a quorum was present.
 - *Members present: Pat Harris, Bill Schwab, Tana Daniels, Jerry Hickman and Linda Maki*
 - *Members absent: John Pritchard, Deborah Smith, Sharon Moore and Cassie Wilson*
 - *Council Liaison present: Chris Kilgore*
 - *Staff present: Kathy Freiheit, Director of Library Services and Tonya Hartline, Public Services Manager*

2. Chair selects voting alternate(s), if necessary.
 - *Jerry Hickman appointed in John Pritchard's absence and Linda Maki appointed in Deborah Smith's absence*

3. Consider approving the minutes from January 9, 2014 meeting.
 - *Motion made by Bill Schwab to accept the January 9, 2014 meeting minutes as written; motion seconded by Tana Daniels; motion passed unanimously.*

4. Acknowledge communications and announcements.
 - *N/A*

5. Receive Staff reports.
 - a) *Ongoing report on programs*
 - *Kathy updated Board on programs and upcoming events*
 - *Linda Maki spoke about her 30 second speaking opportunity during the Thursday morning Rowlett Chamber of Commerce's "Make a Connection" meetings. She takes this opportunity in February to share February and March Library program calendars.*
 - *New hires: Publicity Librarian, Sunny Purdin and Library Page, Debbie Frick.*
 - *Saturday, February 8, the Mad Hatter Tea Party had 51 children and 36 adults attending*
 - *"Blind Date with a Book" offered new reading opportunities in February*
 - *Love notes received for "Love Your Library Month" are posted in Children's section*
 - *Received 44 entries for Black History Month bookmark contest; this is the 2nd year for the contest*
 - *Attendance for the movie, "Gnomeo and Juliet," was 18 children and parents*
 - *Silver Cinema movie shown in February was "Casa Blanca"; movie scheduled in March is "Rebecca"*

- *Tech Tuesdays still offered by Technical Services Supervisor, Phil Barott; one-on-one tech help is also offered on Fridays by appointments*
 - b) Announce upcoming events
 - *Library received their 9th Consecutive Texas Municipal Library Directors' Association Achievement of Excellence in Libraries award; Kathy will let Board know the date for presentation to Council*
6. Update on new Integrated Library System (ILS).
- *A Request for Proposal (RF) seeking bids for an Integrated Library System (ILS) is scheduled for release on February 20, 2014*
7. Meet the Staff: Tonya Hartline, Public Services Manager.
- *Tonya presented information on her backgrou and experiences*
 - *Tonya gave a demonstration on how to access the Library's website, then how to access Learning Express, one of the TexShare Databases; handouts also made available*
8. Discuss and take possible action for Staff Appreciation event.
- *Discussed having event during National Library Week in April; selected Thursday, April 17th from 2 – 3 p.m.*
 - *Discussed refreshments; Jerry Hickman and his wife will provide a cake; additional planning will be competed at next month's meeting*
 -
9. 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.
- *Volunteer Banquet was great*
 - *Garland Storm Watcher class is Friday, February 14th*
 - *New Assistant City Manager is Jim Proce*
 - *Friends of the Rowlett Library, Inc. brochures were distributed*
10. Future Topics for next meeting.
- *Call to order*
 - *Chair selects voting alternate(s), if necessary*
 - *Consider approving the minutes from the previous meeting*
 - *Acknowledge communications and announcements*
 - *Receive Staff reports*
 - Ongoing report on programs*
 - Announce upcoming events*
 - *Update on new Integrated Library System (ILS)*
 - *Meet the Staff: Laura Tschoerner, Circulation Services Supervisor*
 - *Discuss and take possible action for Staff Appreciation event*
 - *Public announcements*
 - *Future agenda items*
 - *Adjourn*

11. Adjournment.

- *Motion made to adjourn by Bill Schwab and seconded by Tana Daniels; motion passed unanimously. Meeting adjourned at 7:55 p.m.*

Tana Daniels
Chairperson

3-13-14
Date