

Mayor ~ Todd Gottel  
Mayor Pro Tem ~ Michael Gallops  
Deputy Mayor Pro  
Tem ~ Carl Pankratz  
City Council ~  
Rick Sheffield  
Tammy Dana-Bashian  
Debby Bobbitt  
Robbert van Bloemendaal  
City Manager ~ Brian Funderburk

Rowlett  
T E X A S



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

## OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Date: Thursday, June 12, 2014  
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, Tana Daniels, Jerry Hickman, Cassie Wilson and Deborah Smith (arrived after meeting had started)*
  - *Members absent: Bill Schwab, Linda Maki and Sharon Moore*
  - *Staff present: Kathy Freiheit, Director of Library Services*
2. Chair selects voting alternate(s), if necessary.
  - *Cassie Wilson selected as voting alternate*
3. Consider approving the minutes from May 8, 2014 meeting.
  - *Motion made by Cassie Wilson to accept the May 8, 2014 meeting minutes as written; motion seconded by Jerry Hickman; motion passed unanimously.*
4. Acknowledge communications and announcements.
  - *N/A*
5. Receive Staff reports.
  - a) Second quarter statistical reports FY2014
    - *Second Quarter statistical reports handed out; additional weeding is being done in anticipation of relocating the Library; book sales are up*
  - b) Ongoing report on programs
    - *June and July program calendars and events lists distributed*
  - c) Announce upcoming events
    - *Kathy shared a list of books selected for purchase in memory of Library Board member John Pritchard; approved at the May meeting, books have been ordered and book plates noting the memorials will be added*
6. Update on new Integrated Library System (ILS).
  - *Kathy presented staff recommendation for the purchase of the ILS system which was shared with Council at the June 3<sup>rd</sup> worksession.*
  - *Item is on the June 17<sup>th</sup> City Council agenda for approval*
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.

- *The City's Annual Boards and Commissions Volunteer Fair is Thursday, July 24<sup>th</sup> at the Rowlett Community Centre. Jerry and Pat will be in attendance to answer questions and promote the Library and Board.*
- *Deadline to reapply for positions on City Boards and Commissions is August 15; Council appointments will be made in September*
- *Jerry Hickman invited Board members to join the Friends of the Rowlett Library*
- *Board will not meet in July; next meeting August 14<sup>th</sup>*

8. 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)*
- *Public announcements*
- *Future agenda items*
- *Adjourn*

12. Adjournment.

- *Motion made to adjourn by Tana Daniels and seconded by Deborah Smith, passed unanimously. Meeting adjourned at 8:10 p.m.*

Pat Harris  
Chairperson

8/14/14  
Date