

Mayor ~ Todd Gottel
Mayor Pro Tem ~ Michael Gallops
Deputy Mayor Pro
Tem ~ Tammy Dana-Bashian

City Council ~
Robbert van Bloemendaal
Carl Pankratz
Debby Bobbitt
Rick Sheffield

City Manager ~ Brian Funderburk



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

OFFICIAL MINUTES OF THE ROWLETT PUBLIC LIBRARY ADVISORY BOARD

Thursday, April 9, 2015

Library Conference Room, 3900 Main Street, Rowlett, TX

1. Meeting called to order by Chair Pat Harris at 6:30 p.m. and determined a quorum was present.
 - *Members present: Pat Harris, Tana Daniels, Jerry Hickman, Bill Schwab, Deborah Smith, Linda Maki and Cassie Wilson*
 - *Members absent: N/A*
 - *Staff present: Kathy Freiheit, Director of Library Services; Phil Barott, Technical Services Supervisor; Laura Tschoerner, Circulation Services Supervisor; Friends of the Rowlett Library, Inc. members Nancy Lancaster, Lawrence Jackson and Stanley Pollard; Robbin Webber, Assistant Director of Public Works and Sean Fay, Assistant Fire Chief.*
2. Chair selects voting alternate(s), if necessary.
 - *N/A*
3. Consider approving the minutes from the regular meeting held March 12, 2015.
 - *Motion made by Bill S. to accept the March 12, 2015 meeting minutes as written; motion seconded by Tana D.; motion passed unanimously.*
4. Presentation for Community Investment Program Bond Election.
 - *Robbin Webber and Sean Fay in attendance to present information on the upcoming Community Investment Program Bond Election on May 9, 2015.*
 - *Robbin W. and Sean F. discussed and answered questions regarding Proposition 1 – Streets, Proposition 2 – Parks, and Proposition 3 – Public Safety.*
 - *Community Investment Program Bond Election information handed out to Commission members.*
5. Acknowledge communications and announcements.
 - *Proclamation announcing National Library Week and presentation of the Texas Municipal Library Directors Association's 2014 Achievement of Library Excellence Award made at the April 7th City Council meeting. This is the 10th consecutive year Rowlett Public Library has received this award.*
6. Discuss and recommend temporary location for the Book Worm statues.
 - *After discussion, motion made by Deborah S. to move the Book Worm statues to the offsite, climate-controlled rented storage unit until Library is moved to a permanent location; Cassie W. seconded motion; motion passed unanimously.*
7. Discuss "Happy Trails" event scheduled for Saturday, April 11, 2015.
 - *Jerry H. gave an update on the upcoming "Happy Trails" event sponsored by Friends of the Rowlett Public Library.*
 - *Will begin decorating on Friday after Story time, Tana D. will assist.*
 - *Jerry H. will pick up food items Friday; grills to be delivered Friday also.*
 - *Laura T. will set up chairs outdoors, Phil B. is in charge of electrical/technical set up and will work with Lawrence J. on this.*

- Nancy L. to help with running video documentary during lunch on Saturday.
 - Food servers: Brenda Kennedy, Joann Hickman and Tana D.; will use runners to pickup cooked hot dogs from the "grillers".
 - Critical to staff all events
 - Friends will have a membership table and will give tickets for prize drawings (adults only); drawings to be held hourly
 - Contingency plan in place if it rains.
8. Receive Staff reports.
- a) Ongoing reports on programs
 - In May, all Library programs will be held at the Rowlett Community Centre
 - b) Announce upcoming events
 - "Happy Trails" event will be held Saturday, April 11th, rain or shine
 - c) Update on Library relocation and Summer Reading Program Kickoff
 - Library will close May 1st – 31st for the move to 5702 Rowlett Road
 - Contract with Library Design Systems for moving of collections, shelving and furniture; date still TBD
 - Memorial bricks will be taken to Public Works storage
 - Excess shelving and furniture will be taken to rental storage unit
 - Summer Reading Program Kickoff event will be held at 5702 Rowlett Road; will move to the Rowlett Community Centre in the event of inclement weather
 - d) 84th Legislature – State Library Budget Priorities
 - No update at this time
9. Discuss staff appreciation activity.
- Pizza deliveries planned for Friday, May 8th and May 22nd; Bill S. is providing this gesture of appreciation; Kathy will make sure Bill has the number of staff along with ordering and delivery location information.
10. Announce cancellation of May 2015 Library Advisory Board meeting and location for June 2105 meeting.
- The May meeting will be cancelled in the interests of moving the library
 - New location for monthly meetings will be Room B at City Hall, 4000 Main Street; if you are running late or have questions please call Kathy on her cell phone number.
 - The June meeting will begin at 5702 Rowlett Road; following a brief tour, the meeting will adjourn and reconvene at Room B, City Hall.
11. 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.
- N/A
12. 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
 - First and Second Quarter statistical reports for FY2015
 - Ongoing report on programs
 - Announce upcoming events
 - 84th Legislature – State Library Budget Priorities
 - Public announcements

- *Future agenda items*
- *Adjourn*

11. Adjournment.

- *Motion made to adjourn by Bill S. and seconded by Jerry H; passed unanimously. Meeting adjourned at 7:41 p.m.*

Pat Harris

Chairperson

6/11/15

Date