



**Official Minutes of the Rowlett Public Library Advisory Board**

Thursday, August 11, 2016

Rowlett Public Library

5702 Rowlett Road, Rowlett, TX 75089

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1. Meeting called to order by Chair Pat Harris at 6:39 p.m. and determined a quorum was present.
  - *Members present: Pat Harris, Bill Schwab, Tana Daniels, Jerry Hickman, Cassie Wilson (arrived late) and Deborah Smith (arrived late)*
  - *Members absent: Dyral Hargrave*
  - *Staff present: Kathy Freiheit, Director of Library Services; Laura Tschoerner, Library Services Manager; Phil Barott, Information Systems Administrator*
2. Chair selects voting alternate(s), if necessary.
  - *N/A*
3. Consider approving the minutes from the regular meeting held June 9, 2016.
  - *Motion made by Bill S. to accept the June 9, 2016 meeting minutes as written. Motion seconded by Tana D.; motion passed unanimously.*
4. Acknowledge communications and announcements.
  - *N/A*
5. Director's Report.
  - *Laura Tschoerner provided updates on programs and activities*
  - *2016 Summer Reading Program (SRP)*
    - *1,759 youth (babies through teens) participated*
    - *11,798 hours read*
    - *500 adult entries received*
  - *Except for Tuesday Performer events, SRP programs were brought back to Library to increase visibility and better connection with resources.*
  - *Attendance at this year's end-of-summer-reading party was doubled compared to last year.*
  - *Hoopla digital becomes available August 22<sup>nd</sup>. Hoopla offers online movies, eBooks, audiobooks, television, comics and music, for streaming or download.*
  - *Afterschool programs resume on Wednesdays and Thursdays beginning in September.*
  - *Crazy 8's Club will be offered available for kids to have math fun.*
  - *Library Card Sign-Up Month campaign in September with proclamation made at the September 6<sup>th</sup> City Council meeting.*
  - *The City's free Senior Shuttle Service has added the Library as a stop; shuttle will pick up seniors at their home and take them to the Rowlett Community Centre and/or Library and back home again.*
6. Review, discuss and take possible action on proposed Strategic Plan.
  - *After review and discussion, Bill S. made a motion to accept the 2016 Library Strategic Plan as presented. Tana D. seconded, motion passed unanimously.*
7. Update on Radio Frequency Identification (RFID) project.
  - *Phil Barott updated the Board on progress of the RFID project. Technical Services staff have been trained for collection "tagging" (the entire collection will be tagged). Phil estimates 20% of collection has been tagged so far.*

- *If Library Advisory Board members would like to help, please contact Phil.*
8. Update on Library Visioning Task Force activities.
    - *Kathy F. reported she will be meeting with architect Maureen Arndt and Economic Development Director Jim Grabenhorst next week to tie up loose ends and discuss proposed construction costs.*
  9. Reminder: Board and Commission applications due Friday, August 26, 2016.
    - *Applications due to the City Secretary by Friday, August 26<sup>th</sup>.*
    - *Proposed changes to the City Board and Commission Handbook eliminates term limits. Members may serve as long as City Council continues to re-appoint.*
    - *Second proposed change, a member cannot serve more than four consecutive years as Chairperson.*
    - *Alternate members will serve two-year terms effective October 1, 2016.*
  10. 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*
  11. 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*
    - *Director's report*
    - *Status report on proposed Strategic Plan*
    - *Update on Radio Frequency Identification (RFID) project*
    - *Update on Library Visioning Task Force activities*
    - *Public announcements*
    - *Future agenda items*
    - *Adjourn*
  12. Adjournment.
    - *Motion made to adjourn by Deborah S. and seconded by Pat H.; motion passed unanimously. Meeting adjourned at 8:11 p.m.*

*Pat Harris*

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Chairperson

*9/8/16*

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Date