

**LIBRARY ADVISORY BOARD  
REGULAR MEETING  
CONFERENCE ROOM, LIBRARY/RECREATION CENTER  
201 JAMES COLLINS BLVD  
JULY 7, 2016 @ 6:30 P.M.**

A regular meeting of the Library Advisory Board was held on Thursday, July 7, 2016, at 6:30 PM, in the Conference Room of the Library and Recreation Center, with a quorum present, to wit:

Dian Lemons	President	Present
Joe Hassler	Vice President	Present
Juan Chapa, Jr.	Boardmember	Present
Doris Hubbard	Boardmember	Present
Jan Knoll	Boardmember	Absent
Mary Ann Taylor	Boardmember	Absent
Noella Whavers	Boardmember	Present
(Vacant)	Boardmember	
(Vacant)	Boardmember	

Also present:

Dennis Quinn	Library Director, Staff Liaison
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**1. CALL TO ORDER**

President Lemons called the meeting to order at 6:44 PM.

**2. MINUTES**

**A. Approve the Minutes of the May 5, 2016 Regular Meeting**

The minutes of May 5, 2016 were reviewed. Vice President Hassler made a motion to approve the minutes as presented. Boardmember Whavers seconded. The motion carried unanimously.

5	For	0	Against
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**3. REPORTS/PRESENTATIONS**

**A. Boardmember Reports**

There were no Boardmember reports.

**B. Library Director's Report**

The Library is currently in the middle of summer programs, and has seen the usual increase in foot traffic. Two new programs are debuting this summer, namely the Teen Smart Money Boot Camp and the Edible Gardening Club. Since June 15<sup>th</sup>, 223 reading logs have been redeemed for prize packets.

### **C. Strategic Plan Update**

A handful of Strategic Plan items have been completed since the Board's May meeting, namely the movie night series (2A.1), color printing (3A.2), and the aforementioned Teen Smart Money Boot Camp (2A.12) and Edible Gardening Club (2A.15). Some items anticipated for Q2 2016 have been pushed back to later in the year. Item 2B.2, "Preserve and curate unique local history resources," was moved from "Resources and Collections" and into "Programs and Services." The numbering scheme was altered for ease of use.

### **4. PUBLIC COMMENT**

There were no visitors for the public comment period.

### **5. DISCUSSION**

#### **A. Consider approval of revised Library Policy Manual**

In support of City Workplan Item 1.7a, Library Staff has prepared a revised Library Policy Manual for the Board's consideration and approval.

The Library has had a policy manual in various forms for the past several years, with the most recent revisions having been made in 2014. The present revision of the policy manual was drafted with the intent of improving clarity of language as well as the overall organization of the document. Minor typographical errors have been noted and will be corrected prior to the publication of the manual.

Following discussion, Boardmember Whavers made a motion to approve the revised policy manual with the noted corrections. Boardmember Hubbard seconded. The motion carried.

4 For 1 Against

The Board chose via consensus to consider item 5C before item 5B.

#### **C. Consider approval of Interlocal Agreements for Shared Library Services with the cities of DeSoto and Cedar Hill**

In support of Library Strategic Plan item 2D.1, Library Director Quinn presented two interlocal agreements that would establish reciprocal library membership with the cities of DeSoto and Cedar Hill, respectively. E-books, e-audiobooks, and other such downloadable digital content would be excluded from the agreement. One typographical error was noted and corrected.

Following discussion, Vice President Hassler made a motion to approve the agreements as corrected. Boardmember Whavers seconded. The motion carried unanimously.

5 For 0 Against

#### **B. Consider approval of Library's FY2016-2017 Fee Schedule**

Library Director Quinn presented a proposed library fee schedule for the 2016-2017 fiscal year. Revisions included adjustment of overdue fine rates, consolidation of damage charges, and assorted wording changes for purposes of clarification.

During discussion, the Board requested wording to clarify that the fee for notary services would be applied per-signature, and not per-document. Boardmember Hubbard made a motion to approve the fee schedule as amended. Boardmember Whavers seconded. The motion carried unanimously.

5 For 0 Against

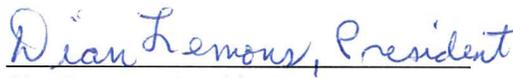
**6. ADJOURN**

President Lemons adjourned the meeting at 8:01 PM.



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Dennis Quinn, Library Director



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Dian Lemons, President