

**LIBRARY ADVISORY BOARD  
REGULAR MEETING  
CONFERENCE ROOM, LIBRARY/RECREATION CENTER  
201 JAMES COLLINS BLVD  
SEPTEMBER 1, 2016 @ 6:30 P.M.**

A regular meeting of the Library Advisory Board was held on Thursday, September 1, 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
Yolanda Columbus	Boardmember	Present
Doris Hubbard	Boardmember	Present
Jan Knoll	Boardmember	Present
Quay Roberts	Boardmember	Present
Mary Ann Taylor	Boardmember	Present
Noella Whavers	Boardmember	Absent

Also present:

Steven Rutherford	City Council Member, Council Liaison
Dennis Quinn	Library Director, Staff Liaison

**1. CALL TO ORDER**

President Lemons called the meeting to order at 6:37 PM.

**2. MINUTES**

**A. Approve the Minutes of the July 7, 2016 Regular Meeting**

The minutes of July 7, 2016 were reviewed, and minor corrections noted. Boardmember Taylor moved that the minutes be approved as corrected. Vice President Hassler seconded. The motion carried unanimously (8 in favor; 0 opposed).

**3. REPORTS/PRESENTATIONS**

**A. Welcome New Boardmembers**

Library Director Quinn welcomed new Boardmembers Yolanda Columbus and Quay Roberts. Introductions were made by those present.

**B. Boardmember Reports**

Boardmember Taylor invited all to the next quarterly meeting of the Friends of the Duncanville Public Library, which will take place in the Library's Program Room on Tuesday, October 25<sup>th</sup>. The guest author

for the evening will be Catherine Tucker, who is currently the president of the Dallas Area Writers' Group.

### **C. Library Director's Report**

The 2016 Summer reading club saw a 15% increase in participation overall, and a 50% increase in participation among 8<sup>th</sup>-12<sup>th</sup> grade students. Library Director Quinn commended Youth Services Librarian Danene Hudson on her efforts in coordinating another excellent summer season. The fall schedule of youth programs is now visible on the city website. Other upcoming events of general interest include the Fall Clean-Out on September 17<sup>th</sup>, a blood drive in October, a joint Halloween event with the Recreation Center, and a series of writing workshops through October and November on the occasion of National Novel Writing Month.

### **D. Strategic Plan Update**

Since the Board's July meeting, the financial planning workshop (2A.12) and gardening club (2A.15) were launched but not well-attended. Staff is planning to expand publicity and explore partnerships in hopes of increasing participation. Reciprocal membership with DeSoto and Cedar Hill (2D.01) is pending approval by Cedar Hill City Council.

Several items are currently in development for implementation early in FY16-17, pending budget approval. These include circulating laptops and Wi-Fi hotspots (1A.01 & 1A.02), a virtual reality scavenger hunt (2A.16), a series of programs in conjunction with National Novel Writing Month (2A.17), People of Duncanville (2B.04), addition of a notary public service (2C.01), homebound delivery and outreach (2C.03 & 2C.04), printing over Wi-Fi (3A.01), and IM reference (3A.05).

## **4. PUBLIC COMMENT**

Councilmember Steven Rutherford thanked the Boardmembers, on behalf of the City Council, for giving of their time and energy to serve on the City's Boards and Commissions.

## **5. DISCUSSION**

### **A. Elect Board officers, to wit: President, Vice President**

After discussion regarding customary duties of the offices in question, Boardmember Taylor nominated Vice President Hassler for the office of President. Boardmember Chapa seconded. The motion carried unanimously (8 in favor; 0 opposed).

Boardmember Columbus nominated Boardmember Chapa for the office of Vice President. Boardmember Hubbard seconded. The motion carried unanimously (8 in favor; 0 opposed).

### **B. Consider a revision of item 2 of the Library Code of Conduct, regarding food and drink, removing the language "sealed (spill-proof) containers" and inserting "containers with lids"**

After discussion regarding the item, Vice President Hassler moved that the revision be approved. Boardmember Taylor seconded. The motion carried unanimously (8 in favor; 0 opposed).

**C. Discuss assessment and development of Library's material collection**

Library Director Quinn presented the Library's Collection Development Policy, and entertained input from the Board on potential criteria by which materials are added to and removed from collection.

There was discussion among present Boardmembers regarding selection criteria, sources consulted in the selection process, consideration of availability of a given title/resource in a nearby library as a potential factor, diversity in the library collection, and potential impacts of reducing the amount of time an item must go uncirculated before becoming a candidate for removal from the collection.

Staff will collect measurements relevant to topics discussed, and present with recommendations at the Board's November meeting.

**D. Discuss future programs, program ideas**

Vice President Hassler moved that the item be postponed to a future meeting. Boardmember Columbus seconded. The motion carried unanimously (8 in favor; 0 opposed).

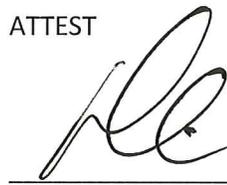
**6. ADJOURN**

President Lemons adjourned the meeting at 8:07 PM.

APPROVED

  
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Library Board President

ATTEST

  
\_\_\_\_\_  
Library Director