

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
PALESTINE PUBLIC LIBRARY §

The Library Board of the City of Palestine convened in a Regular Meeting on Tuesday, May 1, 2018 at 11:30 a.m. in the Computer Meeting Room at 2000 South Loop 256, Palestine, Texas with the following people present:

THERESA HAMILTON-ROBERTS	BOARD MEMBER
LYNETTE JACKSON	BOARD MEMBER
KAITLIN SCROGGINS	BOARD MEMBER
CYNTHIA THORNTON	BOARD MEMBER
PORTIA RODGERS	BOARD MEMBER
THERESA HOLDEN	DIRECTOR

The Friends Board President, Memorial Board President, Chair of the Library Board Rhonda Herrington and Library Board member Breck Quarles were absent.

CALL TO ORDER-REGULAR MEETING AT 11:42 a.m.

Board member Portia Rodgers called the meeting to order at 11:36 a.m. as a quorum was present.

APPROVAL OF MINUTES

The minutes of the Regular Meetings for the months of November, December, and March were presented. Board Member Thornton made a motion to approve the minutes, seconded by Board Member Jackson. Upon vote, motion passed 5-0.

REPORT FROM LIBRARY FRIENDS

The Library Friends are still collecting books for the upcoming book sale.

REPORT FROM MEMORIAL BOARD

Board members met for a meeting and voted to approve funding for kids summer reading club.

REPORT FROM LIBRARY DIRECTOR

1. MONTHLY FINANCIAL STATEMENT – Was not provided to library director as of meeting date.
2. STATISTICAL REPORT – Reviewed and discussed.
3. MAY ACTIVITIES CALENDAR – Reviewed and discussed.

COMMUNICATIONS

Discussed issue of 3month limitation of new book in the new arrival section. No action was taken.

UNFINISHED BUSINESS

Reviewed circulation reports received code of ordinances for review, circulation policy and procedures, library fines collection procedures reviewed, director Holden will run report of how many DVDs are being lost and stolen.

NEW BUSINESS

Discussed Phone Tree system and sending automated message day before books are due. Discussed OCI digitization and unanimously voted to not opt in to digital school annuals. Reviewed and discussed state report and accreditation. Discussed library hours change effective June 4th.

ITEMS FROM BOARD MEMBERS

None.

ADJOURN

Board Member Jackson made a motion to adjourn, seconded by Board Member Thornton upon vote, motion passed 5-0. With no other business to come before the Board, the meeting was adjourned at 12:34 p.m.

Rhonda Herrington, Chairperson

Kaitlin Scroggins, Secretary