

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

The Library Board of the City of Palestine, Texas Palestine Public Library convened in a Regular Meeting on Tuesday, September 3, 2013 at 12:00 p.m. in the Mall Conference Room at 2000 South Loop 256, Palestine, Texas with the following people present:

CYNTHIA THORNTON	CHAIRPERSON
SHIRLEY CAMPBELL	BOARDMEMBER
ROSEMARY MILLER	BOARDMEMBER
JANIE SEPULVEDA	BOARDMEMBER
BONNIE WOOLVERTON	BOARDMEMBER
THERESA HOLDEN	DIRECTOR

Boardmembers Herrington and Calhoun, President Robert Weilacher of the Friends Board and President Ron Safford of the Memorial Board were absent.

**CALL TO ORDER – REGULAR MEETING 12:00 p.m.**

Chairperson Thornton called the meeting to order at 12:00 p.m. as a quorum was present.

**APPROVAL OF MINUTES**

Secretary Campbell presented the minutes of the Regular Meeting of August 6, 2013. Boardmember Sepulveda moved the minutes be approved, seconded by Boardmember Woolverton. Upon vote, motion passed 5-0.

Boardmembers Herrington and Calhoun entered the meeting at 12:10.

**REPORT FROM LIBRARY FRIENDS**

In the absence of Friends Board President Weilacher, no report was given.

**REPORT FROM LIBRARY MEMORIAL**

In the absence of Memorial Board President Safford, no report was given.

**REPORT FROM LIBRARY DIRECTOR**

1. MONTHLY FINANCIAL STATEMENT – No monthly financial statement was available.
2. STATISTICAL INFORMATION - The library statistics for August were presented.
3. FACILITY/FURNITURE/SIGNAGE – The Pionette Garden Club gave the library a potted plant. The Memorial Board paid for new interior lights for the library. Director Holden paid for carpet cleaning out of the library budget. Half the cost of the signage was made.
4. PERSONNEL UPDATE – Interviews were conducted to fill the position of Library Assistant.
5. BTOP REPORT – The last report was submitted and that program is now completed.
6. EDGE GRANT - This grant allows Director Holden to attend a workshop in Austin in late September where she will receive instruction on improving library services, on planning classes of interest, and on using library resources more effectively.
7. SUPPLEMENT TO THE OFFICIAL RECORD – The library has purchased 100 supplement volumes to the Official Records of the Union and Confederate Armies. This is a primary resource for Civil War researchers.

8. CALENDAR – The calendar for library programs and events in September was presented.
9. SUMMER READING CLUB WRAP-UP – Director Holden was very pleased that over 800 adult participants were involved in the library's first Adult Summer Reading Club. The Summer Reading Club was a success this summer.

**REPORT FROM COMMITTEES**

No report.

**COMMUNICATIONS**

None

**UNFINISHED BUSINESS**

1. CONSIDER STATUS OF BOARD RECOMMENDATIONS FOR POLICY, PROCEDURES, AND PLANNING – Interim City Manager Wendy Ellis asked that the requested meeting be held after the work is finished on the city budget.

**NEW BUSINESS**

1. CONSIDER SPECIAL COLLECTIONS POLICY – Boardmember Woolverton moved that the Special Collections and Closed Stacks Policy be approved, seconded by Boardmember Sepulveda. Upon vote, motion passed 7-0.
2. CONSIDER RECOMMENDATION OF BOARDMEMBER REAPPOINTMENTS – Boardmember Herrington moved that Boardmembers Woolverton and Calhoun be recommended for reappointment, seconded by Boardmember Sepulveda. Upon vote, motion passed 7-0.

**ADJOURNMENT**

Boardmember Herrington made a motion to adjourn, seconded by Boardmember Calhoun. Upon vote, motion passed 7-0. With no other business to come before the Board, the meeting was adjourned at 1:00 p.m.



Cynthia Thornton, Chair



Shirley Campbell, Secretary