

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, March 5, 2013 at 12:00 p.m. in the Mall Conference Room at 2000 South Loop 256, Palestine, Texas with the following people present:

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

Boardmember 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 on February 5, 2013. Boardmember Woolverton moved the minutes be approved, seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0.

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.

Boardmember Calhoun joined the meeting at 12:15 p.m.

REPORT FROM LIBRARY DIRECTOR

1. MONTHLY BALANCE STATEMENT – Director Holden reviewed the February 2013 financials.
2. STATISTICAL REPORT – Director Holden reported on library activities for February 2013.
3. INSURANCE REPORT – Director Holden will submit a request to the City Manager that insurance on the library be adjusted to reflect the true value of all contents.
4. COUNCIL REPORT – Director Holden presented to the City Council a comparison of the activity totals of the library over the past five years. She will continue to present Monthly Statistic Reports to the Council.
5. LIBRARY MANAGEMENT SOFTWARE UPGRADES (TLC & ILL) – Director Holden reported that staff training has been provided and implementation is underway on two Library Management Software Updates for the TLC and ILL programs.

6. FRIENDS MEETING REPORT – At the Friends Annual Meeting, the Friend of the Year award was presented to volunteer Anita Wilhelm, and Library Employee of the Year award was given to Wendell Ogidi. Robert Weilacher was elected President of the Friends Board.
7. PROGRAM/CALENDAR REPORTS -
 - a. Cemetery Walk – The walking tour in the City Cemetery will be April 6. Actors dressed in historical costume will tell about the life of the deceased person. Proceeds will be donated to the upkeep of the cemetery.
 - b. Adult Appreciation Week – Director Holden announced that during April 14-20, National, Library Week, 200 carnations provided by the Friends Board will be given to adults who visit the library.
 - c. Summer Reading Clubs – Activities for youth, teens, and adults will be offered this summer. The Friends Board will sponsor special weekly activities for adults during June and July.
 - d. Hot Pepper Update - Director Holden announced that a wide variety of music would be offered.

Boardmember Herrington left the meeting at 1:00 p.m.

REPORT OF COMMITTEES

No report.

COMMUNICATIONS

None

UNFINISHED BUSINESS

1. CONSIDER AMENDED CIRCULATION POLICY/PROCEDURES– After discussion, Boardmember Woolverton moved to accept the policy/procedures as presented; seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0.

NEW BUSINESS

1. CONSIDER APPROVAL OF TECHNOLOGY CENTER POLICY/PROCEDURES – Following discussion, Boardmember Campbell moved to approve the policy/procedures as presented; seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0.
2. CONSIDER APPROVAL OF LIBRARY EQUIPMENT POLICY/PROCEDURES – Boardmember Miller moved to table the item; seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0.

ADJOURNMENT

Boardmember Miller made a motion to adjourn, seconded by Boardmember Woolverton. Upon vote, motion passed 6-0. With no other business to come before the Board, the meeting was adjourned at 1:20 p.m.


Cynthia Thornton, Chair


Shirley Campbell, Secretary