

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, December 6, 2011 at 12:00 p.m. in the Library Conference Room at 2000 South Loop 256, Palestine, Texas with the following people present:

CYNTHIA THORNTON	CHAIRPERSON
NIKKI CALHOUN	VICE CHAIRPERSON
ROSEMARY MILLER	BOARDMEMBER
RHONDA HERRINGTON	BOARDMEMBER
SHIRLEY CAMPBELL	BOARD MEMBER
PAT HANLEY	BOARD MEMBER

Boardmember Janie Sepulveda, President Haywood Harris of the Friends of the Library Board and President Ron Safford of the Memorial Board were absent; a quorum of the Board was present.

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

Chairperson Thornton presented the minutes of the Regular Meeting of November 1, 2011, for review by the Board. Boardmember Hanley moved the minutes be approved as presented, seconded by Boardmember Calhoun. Upon vote, motion passed 6-0.

REPORT FROM LIBRARY FRIENDS

In the absence of Library Friends President Harris, no report was given.

REPORT FROM LIBRARY MEMORIAL

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

REPORT FROM LIBRARY DIRECTOR

MONTHLY BALANCE STATEMENT –Director Holden reported on the monthly balance statement and provided copies for Board review.

STATISTICAL REPORT –Director Holden reported on the activity of items being checked out for the month of November. Handouts provided and reviewed.

BTOP – Director Holden reported that BTOP classes continue. Orders for remaining BTOP grant equipment and software are being processed. Finance department has approved expenditure of grant funds.

LIBRARY SIGNAGE UPDATE –Director Holden reported that city is working with a sign company in Tyler for library signs.

HOLIDAY SCHEDULE- Director Holden reported that the library would be closed December 23-26 for Christmas and Dec. 31-Jan. 2 for New Year's holidays.

FACILITIES UPDATE –Director Holden reported that security cameras have been installed throughout the library and in staff parking area.

LIBRARY QUOTATION SURVEY RESULTS – Director Holden discussed the top choices for the library quotation to be placed over the doors as patrons exit the library. Director Holden will work with staff and Mr. Crouch to make final selection.

REPORT FROM COMMITTEES

None

COMMUNICATIONS

None

UNFINISHED BUSINESS

RECOGNITION OF DONORS: Boardmember Herrington made a motion to table the discussion on recognition of major donors to the Palestine Public Library until the next board meeting, seconded by Boardmember Hanley. Upon vote, motion passed 6-0.

NEW BUSINESS

REVIEW COLLECTION DEVELOPMENT POLICY: Following review of the Collection Development Policy, Boardmember Herrington made a motion that the policy be updated, seconded by Boardmember Hanley. Upon vote, motion passed 6-0. Director Holden will work with staff and submit an amended policy for review and approval,

RECONSIDERATION OF LIBRARY MATERIALS: Boardmember Campbell made a motion, seconded by Boardmember Miller, that upon review of the Collection Development Policy, the Patron Request for Reconsideration form and the book, Tripping to Somewhere, the Board finds that this book's collection placement conforms to American Library Association standards and local policy. Upon vote, motion passed 6-0.


LIBRARY CLOSURE: Boardmember Herrington made a motion to support closure of the library to implement the shelving rearrangement plan which will deter vandalism, utilize staff more efficiently and give more visibility of patrons and library materials, seconded by Boardmember Hanley. Upon vote, motion passed 6-0.

APPRECIATION RECEPTION FOR STAFF: Boardmember Herrington made a motion to have an appreciation reception for staff on Thursday, December 22, 2011, seconded by Boardmember Miller. Upon vote, motion passed 6-0.

ADJOURNMENT

With no other business to come before the Board, the meeting was adjourned at 1:15 p.m.


Cindy Thornton, Chair


Rhonda Herrington, Secretary