

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, May 1, 2012 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
NIKKI CALHOUN	BOARDMEMBER
ROSEMARY MILLER	BOARDMEMBER
RHONDA HERRINGTON	BOARDMEMBER
JANIE SEPULVEDA	BOARDMEMBER
PAT HANLEY	BOARDMEMBER
SHIRLEY CAMPBELL	BOARDMEMBER
HAYWOOD HARRIS	PRESIDENT, FRIENDS OF THE LIBRARY
THERESA HOLDEN	DIRECTOR

President Ron Safford of the Memorial Board was 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

Chairperson Thornton presented the minutes of the Regular Meeting on April 3, 2012 and the Special Meeting of April 17, 2012. Boardmember Sepulveda moved the minutes be approved, seconded by Boardmember Calhoun. Upon vote, motion passed 6-0. (Boardmember Hanley entered the meeting following approval of the minutes.)

REPORT FROM LIBRARY FRIENDS

President Harris of the Library Friends reported that the Friends Book Sale is May 5th from 10:00 a.m.-4:00 p.m. Friends are paying to have some of the security cameras relocated within the library. Volunteers are needed to straighten the bookroom following the book sale; check with Ruth Davis.

REPORT FROM LIBRARY MEMORIAL

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

REPORT FROM LIBRARY DIRECTOR

1. MONTHLY BALANCE STATEMENT –Director Holden reviewed the financials. Areas of concerns were budget areas 3040 (Communications), 3330 (Contract Services), and 4520 (Software Maintenance).
2. STATISTICAL REPORT - Director Holden reported on the activity of items being checked out for the month of April.
3. TEXAS STATE LIBRARY ANNUAL REPORT – Director Holden reported that the Annual Report was approved for accreditation. Next report will run through October 1, 2012.
4. SUMMER READING CLUB UPDATE – Director Holden reported that the summer reading funding has not been approved by the Memorial Board yet. Their April meeting was cancelled.

5. PERSONNEL UPDATES - Director Holden reported that Ana Sanchez will be the Adult Services Director and Michele Presley will be the Circulation Director. She will still need to hire 2 librarian assistants.
6. CITY HALL HAPPENINGS – Director Holden reported on the personnel changes at city hall and new phone system installation. A new custodian, Randy, has been hired to help at library/mall.
7. EMERGENCY DRILLS – Director Holden reported Schelby Wells, the new city Emergency Management Coordinator, will be conducting an emergency drill for the library. The library now has AED Devices and staff training is planned in CPR and First Aid.
8. MEMORIAL DONATIONS –The sofa donated by the Ottinger family should be arriving in June.

REPORT FROM COMMITTEES

No Report

COMMUNICATIONS

None

UNFINISHED BUSINESS

1. DISPOSITION OF CEDAR ST. PROPERTY – Board reached consensus on wording for a letter to City Manager Mike Ohrt on disposition of the Cedar St. property. The letter will indicate that the Board's vision is to someday have a stand-alone library facility. At this time, the Board does not have a current long-range plan that would enable us to make a decision regarding future use of the Cedar St. location. Motion was made by Boardmember Campbell, seconded by Boardmember Calhoun to submit the letter to City Manager Ohrt. Upon vote, motion passed 7-0.

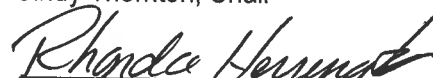
NEW BUSINESS

No New Business

ADJOURNMENT

Boardmember Herrington made a motion to adjourn, seconded by Boardmember Miller. Upon vote, motion passed 7-0. With no other business to come before the Board, the meeting was adjourned at 1:18 p.m.


Cindy Thornton, Chair


Rhonda Herrington, Secretary