

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, August 7, 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
SHIRLEY CAMPBELL	BOARDMEMBER
ROSEMARY MILLER	BOARDMEMBER
JANIE SEPULVEDA	BOARDMEMBER
BONNIE WOOLVERTON	BOARDMEMBER
THERESA HOLDEN	DIRECTOR

Boardmember Herrington, President Haywood Harris 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

Chairperson Thornton presented the minutes of the Regular Meeting on July 3, 2012. Boardmember Sepulveda moved the minutes be approved, seconded by Boardmember Miller. Upon vote, motion passed 6-0.

REPORT FROM LIBRARY FRIENDS

In the absence of 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

1. MONTHLY BALANCE STATEMENT –Director Holden reviewed the July financial statement.
2. STATISTICAL REPORT - Director Holden reported on the activity of items being checked out for the month of July. Fine waivers reflect “lost” books that were found.
3. PERSONNEL - Director Holden reported that the Senior Librarian position will be filled from within current staff following approval of Job Description. Library is now fully staffed.
4. FACILITY/FURNITURE – The sofa, donated as a memorial to Mr. Ottinger, will arrive tomorrow.
5. MEMORIAL BOARD MEETING – Director Holden reported on the meeting.
6. PEARL GRANT – Director Holden shared information on the PEARL grant program offered by The University of North Texas. She has received approval to participate.
7. HOMETOWN HEROES – Director Holden presented information about the library's new Hometown Heroes program.
8. SUMMER READING CLUB – Director Holden reported statistics for the recently concluded Summer Reading Club. Participation increased significantly this summer.

REPORT FROM COMMITTEES

No Report

COMMUNICATIONS

The Board presented Director Holden with donations to be used for books in memory of recently deceased Boardmember Pat Hanley.

UNFINISHED BUSINESS

1. DISCUSS AND RECOMMEND AMENDMENTS TO CIRCULATION POLICY– Board reviewed proposed amendments to the Circulation Policy as presented by Director Holden and Librarian II Michele Presley. Amendments included limiting eligible card holders to Residents of Anderson Co. and Non-Residents (adjoining counties only). A Non-Resident fee for library use (\$35) per year will be recommended to City Manager. Motion by Boardmember Miller, seconded by Boardmember Woolverton, to approve recommended amendments to the Circulation Policy. Upon vote, motion passed 6-0.
2. DISCUSS AND RECOMMEND AMENDMENTS TO INTERLIBRARY LOAN POLICY – Board reviewed proposed amendments to the ILL policy as presented by Director Holden and Librarian II Michele Presley. Amendments included limiting interlibrary loans to adult cardholders who are residents of Anderson County. Motion by Boardmember Calhoun, seconded by Boardmember Woolverton, to approve recommended amendments to the Interlibrary Loan Policy. Upon vote, motion passed 6-0.
3. CONSIDER PROCEDURES FOR COLLECTION OF OVERDUE MATERIALS/FINES/FEES – Librarian II Michele Presley presented revised collection letters and procedures to be followed. Director Holden explained that a meeting would be held with the City Attorney and City Prosecutor, followed by a meeting with the City Manager for approval prior to implementation of recommended changes. Board reviewed and discussed the materials and procedures presented.

NEW BUSINESS

1. CONSIDER PERIODIC LIBRARY BOARD REPORTS TO CITY COUNCIL AND COMMISSIONERS - Motion by Boardmember Calhoun, seconded by Boardmember Campbell to table this item until the September Board meeting. Upon vote, motion passed 6-0.

ADJOURNMENT

Boardmember Woolverton made a motion to adjourn, seconded by Boardmember Sepulveda. Upon vote, motion passed 6-0. With no other business to come before the Board, the meeting was adjourned at 2:00 p.m.


Cynthia Thornton, Chair


Nikki Calhoun, Vice Chair