

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 4, 2012 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	BOARDMEMBER
ROSEMARY MILLER	BOARDMEMBER
RHONDA HERRINGTON	BOARDMEMBER
BONNIE WOOLVERTON	BOARDMEMBER
SHIRLEY CAMPBELL	BOARDMEMBER
THERESA HOLDEN	DIRECTOR

Boardmember Sepulveda, President Ron Safford of the Memorial Board and President Haywood Harris of Friends 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 on August 7, 2012 Boardmember Woolverton moved the minutes be approved, seconded by Boardmember Calhoun. Upon vote, motion passed 6-0

**REPORT FROM LIBRARY FRIENDS**

In absence of President Harris of the Library Friends, no report was given. Director Holden did remind the board that the Friends Book Sale would be Saturday, September 8<sup>th</sup> from 10:00am -4:00pm.

**REPORT FROM LIBRARY MEMORIAL**

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

**REPORT FROM LIBRARY DIRECTOR**

1. MONTHLY BALANCE STATEMENT –No financial statement had been received from the city. No review of August financial statement.
2. STATISTICAL REPORT - Director Holden reported on the activity of items being checked out for the month of August.
3. BUDGET REPORT – Director Holden reviewed the increases and decreases in the 2012-2013 Library Budget.
4. CIRCULATION UPDATE – Director Holden reported that Ronald Stutes, City Attorney and Brenda Cobble, City Prosecutor had not been able to review the new circulation policy. On their review the policy will be discussed with City Manager Ohrt and then referred to City Council.
5. PEARL GRANT - Director Holden reported that she will be participating in the grant project through the University of North Texas. The Palestine Public Library will be part of a research project through

this grant to investigate the needs of our community for our library. The library will receive a \$1,000 check at the end of the grant.

6. PERSONNEL – Director Holden reported that there is an open position for Senior Librarian Asst. This position will be filled within the department. Also, SFA is offering an 18 month Certified Professional Manager Program. The program consists of 7 tracks and the cost is \$600.00 per track. The director and Librarian 2 staff will be involved in this program.
7. FACILITY/FURNITURE –
  - a. Director Holden reported that she is investigating the case for the John H. Reagan bust. The bust weighs 218 lbs so the case must be substantial. The Friends of the Library have indicated their approval to use memorial funds, already on deposit with the city, for the purchase of the case.
  - b. Genealogy Bulletin Board – Director Holden reported that Karla Lang has been updating information for meetings, etc for genealogy.
  - c. Signage – Director Holden reported that the city needs an updated quote for the library sign over the entrance to the library.
8. MALL-O-WEEN – Director Holden reported that progress is being made on the upcoming event. Date has not been determined.

#### **REPORT FROM COMMITTEES**

No Report

#### **COMMUNICATIONS**

No information

#### **UNFINISHED BUSINESS**

1. CONSIDER PERIODIC LIBRARY BOARD REPORTS TO COUNCIL AND COMMISSIONERS –  
Board discussed Director Holden giving periodic updates to the Council and Commissioners at their meetings. The discussion was to make sure that the Council and Commissioners were aware of the importance of the library to our community.

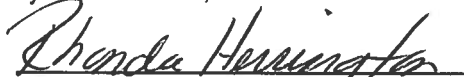
#### **New Business**

No New Business

#### **ADJOURNMENT**

Boardmember Herrington made a motion to adjourn, seconded by Boardmember Calhoun. Upon vote, motion passed 6-0. With no other business to come before the Board, the meeting was adjourned at 1:16 p.m.

  
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Cynthia Thornton, Chair

  
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Rhonda Herrington, Secretary