

APPROVED

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The Library Board of the City of Bedford, Texas, met in regular session at 7:00 p.m. in the Library, 2424 Forest Ridge Drive on the 15<sup>h</sup> day of June 2011 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

Ron Boyer  
Ralph Chaney, Chairperson  
Brigitte Gimenez  
Lori Irvin  
Linda Jordan  
Karen Kersey  
Marianne Lanoue  
Rick Peters

**Excused Absence:**

Scott Probasco

**Also Present:**

Maria Redburn  
Councilman Chris Brown

(The following items were considered in accordance with the official agenda posted on the 9<sup>th</sup> day of June 2011)

**CALL TO ORDER**

Chairperson Chaney called the meeting to order at 7:00 p.m.

**ROLL CALL / INTRODUCTIONS**

**APPROVAL OF MINUTES**

1. Consider approval of the following Library Board minutes: May 18, 2011 regular meeting

The minutes were unanimously APPROVED.

1<sup>st</sup> – Board Member Lanoue

2<sup>nd</sup> – Board Member Peters

**OLD BUSINESS**

2. Update on electronic books.

GO Overdrive Consortium will increase budget amount spent on ebooks in response to customer demand. Bedford Library has the third largest circulation of downloadable materials. Maria was voted chairperson for the Consortium for the upcoming year. Expect to have Kindle downloadables soon.

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**NEW BUSINESS**

**3. Discussion and possible action regarding cancelling the July and December 2011 Library Board meetings.**

The motion was made to cancel these meetings. 1<sup>st</sup> – Board Member Lanoue, 2<sup>nd</sup> – Board Member Gimenez

**4. Discussion and report on 4<sup>th</sup> Fest parking fundraiser.**

The Bedford Library Friends will get half the proceeds with the remainder going to the City. The City will pay for police. The parking price will increase. Volunteers are needed.

**5. Discussion and possible action regarding the creation of a smoking free zone.**

Chairperson Chaney put forth a resolution to establish a smoke-free zone at the Library entrance.

Board Member Lanoue made a motion to adopt the City of Bedford Social Media Policy. The motion was seconded by Board Member Kersey. The motion passed unanimously.

**6. Discussion and update on Library Budget for Fiscal Year 2011/2012.**

City Council Budget Retreat will be on August 5, 2011. The three largest supplemental budget requests are in facilities category.

**7. Discussion and distribution of Library Manager's Report**

Lean Management Training – nine staff members participated in this workshop. It helps libraries develop processes that streamline materials handling and process flows such as materials check-in, shelving and hold management. It also focuses on lead times for collection management and cataloging. The goal is to identify wasteful activities, reduce the number of steps it takes to provide service and reduce overall cost. Staff will evaluate and incorporate learned strategies in daily tasks.

**8. NEXT MEETING**

The next meeting of the Library Advisory Board will be held Wednesday, August 17, 2011.

**ADJOURNMENT**

The meeting adjourned at 7:50 p.m.

Motion to adjourn: 1<sup>st</sup> – Board Member Boyer  
2<sup>nd</sup> – Board Member Kersey

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**Brigitte Gimenez, Secretary  
Bedford Public Library Advisory Board**