

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 16th day of January 2013 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

**Present:**

Deborah Allbach  
Ron Boyer  
Jennefer Campbell  
Susan Hampton  
Lori Irvin  
Scott Probasco  
Helene Ray  
Brenda Roche

**Excused Absence:**

Karen Kersey

**Also Present:**

Councilman Brown  
Maria Redburn

(The following items were considered in accordance with the official agenda posted on the 9<sup>th</sup> day of January 2013.)

**CALL TO ORDER**

Maria Redburn called the meeting to order at 7:04 p.m.

**ROLL CALL/INTRODUCTIONS**

**APPROVAL OF MINUTES**

1. Consider approval of the following Library Board minutes: November 14, 2012 regular session.

The minutes were unanimously APPROVED.

1<sup>st</sup> by Board Member Roche

2<sup>nd</sup> by Board Member Hampton

**NEW BUSINESS**

2. Consider and act upon appointment of a chairperson, vice chairperson and secretary to the Library Advisory Board:

After discussion the following slate was proposed by Ms. Roche and seconded by Ms. Hampton and unanimously accepted.

APPROVED

Chair: Scott Probasco  
Vice Chair: Karen Kersey  
Secretary: Deborah Allbach

**3. Discussion on required Open Meetings and Public Information Act Training.**

A guide was shared on taking the on line training. Ms. Hampton must complete the training by March 1. Printed certificates should be given to Michael Wells the City Secretary. Mr. Probasco may have a certificate on file and should confirm with Michael Wells or retake the training by March 1.

**4. Discussion regarding upcoming events and volunteer opportunities for Love Your Library Month.**

- The Mayor will present a proclamation on February 12 at 6:30 p.m. If Scott Probasco is not present to accept the proclamation then another Library Board member will be asked to fill in. All Board members may attend the ceremony.
- A Valentine's Day Library Lover Table will be set up at the library on February 14 to greet patrons, distribute candy, and give patrons the opportunity to write on a heart the reason why they love the library. Board members were asked to help man the table and send their availability to Maria Redburn. A recommendation was made to have several laptops available so that patrons could be encouraged to participate in the annual survey.
- The Seuss Festival will be March 3. Volunteers are needed. Board members were asked to send their availability to Maria Redburn.

**5. Review of annual Library Satisfaction Survey and Interactive Library Tour.**

The survey was reviewed with a few minor recommendations for change. The survey will run February 1 through approximately March 15.

**6. Report and discussion of Mardi Gras Gala on Saturday. February 9.**

Ticket prices have been reduced to \$30.00 from \$50.00 a ticket. Silent auction donations are still being sought. The food will have a Texas theme rather than New Orleans to appeal to a wider audience. Volunteer opportunities abound.

**REPORTS**

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

- The Library Board Report was distributed with emphasis on the Interactive Library Tour, newly hired librarians allowing for expanded computer classes and teen services and expanded services and collections.
- The Statistical Report was distributed. Declining volumes were discussed. The annual survey may help pinpoint why. EBook circulation is up.

**NEXT MEETING**

8. The next meeting of the Library Advisory Board will be Wednesday, February 20, 2013.

**ADJOURNMENT**

**Library Board Minutes January 16, 2013**

**APPROVED**

The meeting was adjourned at 7:58 p.m. by Scott Probasco.

1<sup>st</sup> by Board Member Boyer

2<sup>nd</sup> by Board Member Hampton

---

**Deborah Allbach, Board Secretary  
Bedford Public Library Advisory Board**