

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 15th day of January 2014 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

Present:

Mishal Ali
Deborah Allbach
Margaret Carroll
Susan Hampton
Lori Irvin
Scott Probasco
Brenda Roche

Also Present:

Maria Redburn

(The following items were considered in accordance with the official agenda posted on the 9th day of November 2014.)

CALL TO ORDER

Scott Probasco 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: November 20, 2013 regular session.

The minutes were unanimously APPROVED.

1st by Board Member Roche

2nd by Board Member Hampton

NEW BUSINESS

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

The following slate of officers was proposed:

Chair: Scott Probasco

Vice Chair: Susan Hampton

Secretary: Deborah Allbach

Each individual agreed to serve if elected and the motion was passed by voice vote.

1st by Board Member Allbach

APPROVED

2nd by Board Member Carroll

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

The need for new board members to complete the Open Meetings and Public Information Act Training by the end of March was discussed. Directions to access the online training was presented. A certificate of completion should be printed and given to Cynthia Reid or City Secretary Michael Wells.

4. Discussion and possible action on selecting Library Volunteer of the Year.

Recommendations for Teen and Adult Volunteer of the Year were reviewed. In order to facilitate future selections, the Board requested the library staff develop criteria which should be met to assist them in the selection process in the coming years.

All nominees were worthy of the recognition. The Board recommended that all nominees be recognized as receiving the place of "honorable mention".

After discussion, Lori Irvin moved that Jamila Evilsizor be the 2013 Adult Volunteer of the Year and Brenda Roche seconded the motion, which was unanimously passed by voice vote.

After discussion, Susan Hampton moved that Marin Miller be the 2013 Teen Volunteer of the Year. Deborah Allbach seconded the motion, which was unanimously passed by voice vote.

5. Discussion and possible action on Study Room Policy.

A proposed revision to the Study Room Policy was reviewed. After discussion, a motion was made by Margaret Carroll to accept the revision as presented. Mishel Ali seconded the motion which was unanimously passed by voice vote.

6. Review of annual Library Satisfaction Survey.

A proposed survey form was distributed for review and comment. Question 14 was added this year replacing a question regarding frequency of visits. The survey period will likely be February 14 through April 30. A recommendation was made to have surveys available in the study rooms and on tables in addition to the website. A link will be available to the survey from both the Library and City websites. A notice about the survey will be placed in the water bill. Additional survey form input is welcome; see or email Maria Redburn with comments or suggestions.

7. Report on Mardi Gras Gala on Saturday, February 8.

The Gala date is February 8. Corporate donations are strong. The goal is that \$30,000 will be cleared from the event. Tickets remain for sale at \$40.00 a person. Volunteers are needed to set up and assist during the Gala. Patt Dryer is the contact person if you have potential donor or silent auction information. Please contact Ms. Dryer if you are available to volunteer for the event.

REPORTS

8. Discussion and distribution of Library Manager's Report.

The Library Board Report was distributed for review.

The date of the City Volunteer dinner was clarified as Friday, February 7. All 2013 Library Advisory Board members will receive an invitation.

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APPROVED

Brenda Roche noted and Maria Redburn confirmed that federal funds for Texas libraries have been reinstated.

NEXT MEETING

9. The next meeting of the Library Advisory Board will be Wednesday, February 19, 2014.

ADJOURMENT

The meeting was adjourned at 8:02 p.m. by Scott Probasco after a motion by Brenda Roche.

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