

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 17th day of October 2012 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
Lori Irvin
Karen Kersey
Rick Peters
Helene Ray
Brenda Roche

Excused Absence:

Jennefer Campbell

Also Present:

Councilman Brown
Maria Redburn

(The following items were considered in accordance with the official agenda posted on the 12th day of October 2012.)

CALL TO ORDER

Rick Peters 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: September 19, 2012 regular session.

The minutes were unanimously APPROVED as amended.

1st by Board Member Roche

2nd by Board Member Kersey

OLD BUSINESS

2. Discussion and possible action regarding the following policies:

- Children's Room and Unattended Policy: After discussion and minor wording recommendations, Debby Allbach moved to accept the policy, seconded by Helene Ray The policy was approved as amended by voice vote.

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A recommendation was made that Maria Redburn talk with the City Attorney about the potential need to develop a corresponding staff policy and procedure to follow for reporting suspected abuse.

- Code of Conduct Policy: After discussion with minor wording recommendations Debby Allbach moved to accept the policy, seconded by Karen Kersey. The policy was approved as amended by voice vote.
- Meeting Room Policy: After discussion and minor wording recommendations, Brenda Roche moved to accept the policy as amended, seconded by Karen Kersey. The policy was approved as amended by voice vote.
- Vulnerable Adults Policy: Brenda Roche moved to accept the policy as presented, seconded by Karen Kersey and approved by voice vote.

3. Discussion and update of Boards and Commission Attendance Policy.

This policy has been revised to permit the City representative on the Board to approach members who miss more than two meetings a year, requesting a resignation. This change is needed to ensure active participation and meeting quorums.

NEW BUSINESS

4. Discussion and update of Library Advisory Board openings and application process.

Rick Peters and Lori Irvin have received information about extending their service through re-application. Since Jennefer Campbell joined the Library Advisory Board there is one slot open if both Mr. Peters and Ms. Irvin re-apply. A recommendation was made to seek a teen member. Everyone is encouraged to seek strong applicants. Applications are due next month.

5. Recommendation and possible action regarding Primary Service Roles.

A draft document titled, BPL Our Community's front porch...for learning, for leisure, for life, was distributed for review and discussion. The document was very well received. Maria Redburn is requesting written feedback on the external focus and internal focus pages. This document will be revised and reviewed at the November meeting.

REPORTS

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

The Library Manager's Report will be emailed. The Statistical Report was distributed.

NEXT MEETING

7. The next meeting of the Library Advisory Board will be Wednesday, November 14, 2012.

Lori Irvin will take the minutes. The need for a December meeting will be an agenda item.

ADJOURNMENT

The meeting was adjourned at 8:33 p.m. by Rick Peters.

1st by Board Member Boyer
2nd by Board Member Roche

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