

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 19th day of June 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
Karen Kersey
Lori Irvin
Scott Probasco
Helene Ray
Brenda Roche

Also Present:

Maria Redburn
Councilman Brown

(The following items were considered in accordance with the official agenda posted on the 13th day of June 2013.)

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: May 15, 2013 regular session.

The minutes were unanimously APPROVED.

1st by Board Member Kersey

2nd by Board Member Hampton

OLD BUSINESS

2. Review and discussion of Attendance Policy.

The Library Advisory Board has no attendance issues. If a member cannot attend a meeting, advance notice should be given to Scott Probasco, Cynthia Reid or Maria Redburn via email. A text may also be sent to Ms. Redburn's phone. If it becomes evident that a quorum may not be available the meeting may be canceled or rescheduled. While the City Attendance Policy remains in effect, in practical terms it will not be invoked for the Library Advisory Board until such time that attendance is problematic.

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NEW BUSINESS

3. Review and discussion of Library Fines and Fees.

The Bedford Public Library DVD late fine is not in line with most area libraries. Fees and fines are set by the City Council. Discussion was held regarding the administrative burden of more structure around fines, capping fines, waiving fines, patron accountability, patron awareness of renewal options, lowering the fine and the impact on the City budget. Lori Irvin made a motion to propose the City consider lowering the DVD late fee to 50 cents a day. The motion was seconded by Brenda Roche. The motion passed by a show of hands, 8 voted in favor of the motion and Scott Probasco opposed the motion. Maria Redburn stated that the next issue of the *Bedford Connection* will have a comic strip on how to avoid library fines.

4. Discussion and possible action on General Services Policy.

After discussion, Brenda Roche moved the policy be accepted as presented. The motion was seconded by Helene Ray and passed unanimously by voice vote.

5. Discussion and possible action on Confidentiality Policy.

After discussion, Deborah Allbach moved the policy be accepted as presented. The motion was seconded by Jennefer Campbell and passed unanimously by voice vote.

6. Discussion and possible action on Reference Services Policy.

After discussion, Susan Hampton moved the policy be accepted as presented. The motion was seconded by Lori Irvin and passed unanimously by voice vote.

7. Discussion and possible action regarding cancelling the July and December 2013 Library Advisory Board meetings.

Susan Hampton moved that the July and December Library Advisory Board meetings be canceled unless unanticipated and time sensitive items arise. The motion was seconded by Karen Kersey and passed unanimously by voice vote.

8. Discussion and report on 4th Fest parking fundraiser.

Volunteers are needed to help from 4:00-10:00 p.m., working in 2 hour increments. Parking is \$15.00. Volunteers park for free and have a good view of the fireworks. The City also needs help in the park for the 4th Fest. Email Maria Redburn to volunteer for the Library fundraiser and Wendy Hartnet to volunteer for park activities.

REPORTS

9. Discussion and distribution of Library Manager's Report and City sponsored events.

- The Library Board Report was distributed for review.
- The Statistical Report was distributed.

NEXT MEETING

9. The next meeting of the Library Advisory Board will be Wednesday, August 21, 2013.

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ADJOURNMENT

The meeting was adjourned at 8:00 p.m. by Scott Probasco.

1st by Board Member Boyer

2nd by Board Member Hampton

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