

**LIBRARY ADVISORY BOARD
AGENDA
BOARD OF DIRECTORS - REGULAR MEETING
August 11, 2014
LIBRARY BUILDING, 316 W THIRD ST
REGULAR SESSION - 5:30 PM**

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES OF PREVIOUS MEETING

- A. Consider approval of minutes from previous board meetings.

IV. VISITOR/CITIZENS FORUM

At this time, any person with business before the Library Advisory Board may speak to the board. All comments must be directed towards the Chair, rather than individual commissioners or staff. All speakers must limit their comments to subject matter relating to the board. No formal action can be taken on these items.

V. REGULAR ITEMS

- A. Discuss and consider necessary revisions of the Library's Materials Reconsideration Policy.
- B. Discuss and consider any necessary changes to the Citizen Request for Reconsideration of Library Material Form

VI. REPORTS/ANNOUNCEMENTS

- A. Library Director will update Library Board on the current library consortiums and any upcoming changes or events.

VII. ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City of Kennedale will provide for reasonable accommodations for persons attending City Council meetings. This building is wheelchair accessible, and parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meetings. Please contact Amethyst Cirimo, City Secretary, at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the August 11, 2014, Library Advisory Board agenda was posted on the City Hall bulletin board next to the main entrance of the City Hall building, 405 Municipal Drive, of the City of Kennedale, Texas, in a place convenient and readily accessible to the general public at all times and said agenda was posted at least 72 hours preceding the schedule time of said meeting, in accordance with Chapter 551 of the Texas Government Code.

Gwen Bevil, Library Director



Date: August 11, 2014

Agenda Item No: MINUTES OF PREVIOUS MEETING - A.

I. Subject:

Consider approval of minutes from previous board meetings.

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

Approve

Approve with changes

V. Attachments:

1.	Board Minutes 01/13/14	BoardMinutesJan2014.pdf
2.	Board Minutes 15/12/14	BoardMinutesMay2014.pdf

Kennedale Public Library

Library Board Meeting Minutes

January 13, 2014

I. Call to order

Chairman Rebecca Clark called the meeting to order at 4:30 pm.

II. Roll Call

Members present and signed in: Gwen Bevill, Library Director; Rebecca Clark, Chairman; Elaine Brower; Sharon Dehnel; Don Rawe; Shirley Jackson

Members Absent: 0

III. Minutes for Previous Meeting

The members reviewed the minutes from the November 11, 2013 meeting. **Motion** To approve, **Action** Approve, **Moved By** Don Rawe, **Seconded By** Elaine Brower. Motion Passed Unanimously.

IV. Visitor/Citizens Forum

There was no one waiting to address the board.

V. Regular Items

A. Election of Officers

Board elected to make no change to officers for this year at the November 2013 meeting.

B. Review and revise library's Circulation Policy

Library director requested that our circulation times be changed to 3 weeks to match what our new partners of Arlington and Mansfield Public Libraries are doing. **Motion** To approve, **Action** Approve, **Moved By** Don Rawe, **Seconded By** Shirley Jackson. Motion Passed Unanimously.

VI. Reports/announcements

A. Update the board on current consortium memberships.

Gwen updated board on the Arlington-Mansfield partnership. The Kennedale Public Library is scheduled to Go Live with the combined Polaris automation system on February 12. Gwen asked if the board thought that we should increase our overdue fines to match Arlington and Mansfield as well. She told them that the fines had been the same since the Kennedale library opened in 1992. The board agreed that we should request the Council to increase the fines to \$0.25 per day in order to be better lined up with the new library partnership, Arlington Kennedale Mansfield Library Partnership.

VII. Adjournment

Motion To adjourn, **Action** Adjourn, **Moved By** Don Rawe, **Seconded By** Elaine Brower. Motion Passed Unanimously.

The meeting was adjourned at 5:15 pm. Next meeting was set for February 10, 2014 at the usual 4:30 pm time.

APPROVED:

Chairman Rebecca Clark

ATTEST:

Gwen Bevill, Library Director

Kennedale Public Library

Library Board Meeting Minutes

May 12, 2014

I. Call to order

Chairman Rebecca Clark called the meeting to order at 5:30 pm.

II. Roll Call

Members present and signed in: Gwen Bevill, Library Director; Rebecca Clark, Chairman; Sharon Dehnel; Don Rawe; Shirley Jackson

Members Absent: Elaine Brower

III. Minutes for Previous Meeting

The minutes from the last meeting on January 13 were unavailable and November 11, 2013 minutes had already been approved.

IV. Visitor/Citizens Forum

There was no one waiting to address the board.

V. Regular Items

A. Review and revise library's Exhibits, Displays, Handouts, and Announcements Policy

Motion To approve, **Action** Approve with no changes, **Moved By** Don Rawe, **Seconded By** Shirley Jackson. Motion Passed Unanimously.

VI. Reports/announcements

A. Update the board on current consortium memberships.

Gwen updated board on the Arlington Kennedale Mansfield Library Partnership and the progress on the new online resource portal with our current consortium and the Grand Prairie Public Library.

VII. Adjournment

Motion To adjourn, **Action** Adjourn, **Moved By** Don Rawe, **Seconded By** Sharon Dehnel. Motion Passed Unanimously.

The meeting was adjourned at 5:45 pm. Next meeting was set for July 14, 2014 at the new 5:30 pm time.

APPROVED:

Chairman Rebecca Clark

ATTEST:

Gwen Bevill, Library Director



Date: August 11, 2014

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Discuss and consider necessary revisions of the Library's Materials Reconsideration Policy.

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

Approve

Approve with changes

V. Attachments:

1.	Materials Reconsideration Policy	Reconsideration Policy.pdf
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Kennedale Public Library

Materials Reconsideration Policy

Purpose

Recognizing that a diversity of materials may result in some concerns or complaints, the following policy has been developed to assure that concerns and complaints are handled in an attentive and consistent manner.

Reconsideration of Materials

The person with the concern should be immediately referred to the Library Director or, in the absence of the Director, the person in charge. The person in charge will explain to the user that selections are made in accordance with the Kennedale Public Library's Materials Selection Policy. If the user is not satisfied with the explanation received, he/she may ask for reconsideration in the following manner:

- Citizens wishing reconsideration of library materials should complete the "Citizen's Request for Reconsideration of Library Materials" form (see attached). This completed form should be given to the Library Director.
- The Library Advisory Board, comprised of members from the community and appointed by the City Council, will be given a copy of the completed Citizen's Request for Reconsideration of Library Materials form. The Director will bring published reviews, lists, and/or provide a personal review based on professional judgment.
- The Library Advisory Board will review the challenged material in its entirety and evaluate it in terms of the Materials Selection criteria.
- Once an item has been accepted as qualifying under the Materials Selection Policy, it will not be removed at the request of those who disagree with it unless it can be shown to be in violation of this policy.
- The Library Advisory Board will inform the citizen requesting the reconsideration of the Board's decision.

Effective Date _____

Approvals:

Library Director

Library Advisory Board Representative



Date: August 11, 2014

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and consider any necessary changes to the Citizen Request for Reconsideration of Library Material Form

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

Approve

Approve with changes

V. Attachments:

1.	Citizen Request for Reconsideration of Library Material	Reconsider Form.pdf
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Kennedale Public Library
Citizen Request for Reconsideration of Library Material

Patron's Name: _____

Address: _____

Telephone: _____

Type of material to be reconsidered (please check one):

_____ Hardback Book _____ Paperback Book _____ Video _____ CD
_____ Audio Book _____ Periodical _____ DVD _____ Other _____

Title: _____

Author/Producer: _____

KPL Call Number: _____ Copyright Date: _____

Publisher/Producer: _____

1. Did you discuss this material with a staff member of the Kennedale Public Library? ____ YES
____ NO

If yes, name of staff member: _____

2. To what do you object in this library material? Please be as specific as you can. Site pages, or story line, or other identifying areas:

3. Is there any place in the library for this material (example: move from children's to young adult)?
____ YES ____ NO If yes, where would you suggest?

4. Do you find anything good or worthwhile about this material? ____ YES ____ NO

If yes, what? _____

5. Did you review this material completely? ____ YES ____ NO

If no, how much did you review? ____ 0-1/4 ____ 1/4-1/2 ____ 1/2-3/4 ____ 3/4-all

6. What do you believe the authors'/producers'/creators' intent was in creating this material?

7. Whom do you represent? ____ Self ____ Other (please specify) _____

8. Have you read any reviews or critical works on this material? ____ YES ____ NO

If yes, please name them: _____

9. How did this material come to your attention? _____

Thank you for your interest and for completing this form.

YOUR SIGNATURE

DATE



Date: August 11, 2014

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:

Library Director will update Library Board on the current library consortiums and any upcoming changes or events.

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments: