

**LIBRARY ADVISORY BOARD
AGENDA
BOARD OF DIRECTORS - REGULAR MEETING
February 11, 2013
LIBRARY BUILDING, 316 W THIRD ST
REGULAR SESSION - 4:30 PM**

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES OF PREVIOUS MEETING

- A. Review and approve minutes from November 2012

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. Review and Revise Material Selection Policy

VI. REPORTS/ANNOUNCEMENTS

- A. Report on the library consortiums and other library programs

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 February 11, 2013, 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: February 11, 2013

Agenda Item No: MINUTES OF PREVIOUS MEETING - A.

I. Subject:

Review and approve minutes from November 2012

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Library Advisory Board Minutes November 2012	BoardMinutesNov2012.doc
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Kennedale Public Library

Library Board Meeting Minutes

November 12, 2012

I. Call to order

Chairman Rebecca Clark called the meeting to order at 4:42 pm.

II. Roll Call

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

Members Absent: Elaine Brower, Don Rawe

III. Minutes for Previous Meeting

The members reviewed the minutes from the September 10, 2012 meeting. No corrections were presented. **Motion** To approve, **Action** Approve, **Moved By** Sharon Dehnel, **Seconded By** Shirley Jackson. Motion Passed Unanimously.

IV. Visitor/Citizens Forum

There was no one waiting to address the board.

V. Regular Items

A. Review and revise the Circulation Policy

The board reviewed a couple of suggested changes by the library director, Gwen Bevill. Most of the changes were minor housekeeping with the only real change being to make all circulating inventory due within 14 days, including all video material. **Motion** To approve, **Action** Approve, **Moved By** Sharon Dehnel, **Seconded By** Shirley Jackson. Motion Passed Unanimously. This document will be signed by the chairman and library director next week after the necessary changes have been made.

VI. Reports/announcements

A. Update the board on current consortium memberships.

The North Texas Library Consortium (Evergreen) is still going very well. Gwen reported that one additional small library that showed an interest in joining the group back in September has paid their fees but have not gone line with the group yet as they are still barcoding their collection. The new library, Westworth Village Public Library, will bring the NTLC group to 14 libraries. One other small library has expressed an interest but the cost might be a little more that they are willing/or able to pay at this time. NTLC has not heard any more from them since their initial query.

Library Director, Gwen Bevill updated the board on the North Texas on the Go (Overdrive) consortium. This contract is up for renewal by the end of this year.

The eBook Platform group that is headed up by Fort Worth Public Library and North Texas Library Partners is still moving along well and should go live by the end of the year.

Gwen also gave the advisory board an update about the Arlington Public Library's interest in partnering with Kennedale and Grand Prairie's library as they added Mansfield last year and has been very pleased with the result. This group will continue to meet to facilitate this

initiative.

At the end of the consortium updates, Sharon Dehnel asked why the library never had any programs for the teens. The library director explained that the library had tried to institute a couple of special programs for the teens without any success at all. The director even had approached the Youth Advisory Board for the City of Kennedale (YAK) without a single response from the group. The answer was that the library would continue to explore possible programming for this particular group in hopes that eventually the teens would find an interest in the local library. In the meantime, the library hopes to create programming for the preteens in hopes that their interest will continue once they become teenagers and start driving.

VII. Adjournment

Motion To adjourn, **Action** Adjourn, **Moved By** Sharon Dehnel, **Seconded By** Shirley Jackson. Motion Passed Unanimously.

The meeting was adjourned at 5:50 pm. Next meeting was set for January 14 at the usual 4:30 pm time.

APPROVED:

Chairman Rebecca Clark

ATTEST:

Gwen Bevill, Library Director



Date: February 11, 2013

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Review and Revise Material Selection Policy

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Materials Selection Policy	Materials selection policy.doc
2.	Library Bill of Rights	Library Bill of Rights.doc

Kennedale Public Library Materials Selection Policy

Purpose

The purpose of The Kennedale Public Library's Materials Selection Policy is to guide and assist the Library staff in the selection and maintenance of the inventory as reflected in the Library's missions and goals. A written policy helps to answer questions posed by the public regarding the presence or absence of certain materials in the collection and helps to explain the criteria used for materials selection.

A written materials selection procedure aids Library staff in selecting and acquiring a useful, well-rounded collection of books and other materials to meet the needs of the community. Selection of a work does not necessarily imply the Library's approval of the actions or ideas contained in that work. This document is subject to periodic review, update and possible change.

Intellectual Freedom

In addition to the selection procedure and criteria mentioned in this document, The Kennedale Public Library believes in, supports, and follows the principles of intellectual freedom. Basic to the policy is The Library Bill of Rights, The Freedom to Read, and The Intellectual Freedom Statement as adopted by the American Library Association (see attached).

The Library assures free access to its holdings. Processing and shelving of material shall in no way reflect a value judgment of the materials. All patrons are free to select or reject for themselves any item in the Library's inventory. Individual or group prejudice about a particular item or type of materials in the inventory may not preclude its purchase.

Selection Criteria

A professional Library staff member will select all materials, non-print items, and public-access databases, in order to fulfill the following criteria:

- That the material will serve a purpose in the inventory to educate or to entertain or to enlighten.
- That all materials have been thoroughly researched (i.e., through review source, personal evaluation, referrals from other professional librarians, recommendations from professionals in library-related organizations, professional journals, etc.).
- That there is a need for the print materials, non-print materials, and access to databases, which is either known, expressed, or anticipated.
- That the quality and format of the print materials, non-print materials, and databases are conducive to public library use.
- That the print materials, non-print materials, or databases work to meet the mission and goals of The Kennedale Public Library in the community.

Maintenance and Repair of Materials

Items particular to the public library arena are subject to damage. Through aging and use, the body of the material may be unable to support being loaned to the patron for use although the information contained in the material is still valuable to the Library's inventory. The Kennedale Public Library Advisory Board encourages the staff of the Library to maintain a useful, attractive, and viable print and non-print inventory.

The Library Advisory Board supports having budgetary dollars expressly directed for repair and maintenance of the Library's inventory.

Items identified as damaged or aged to the point of requiring repairs will be sent for remediation if the items are deemed necessary to the collection by the professional staff. If evaluated as not necessary to the collection, or damaged or aged beyond reasonable repair, then the item will be removed from the collection.

De-selection (weeding) of Library Materials

The practice of maintaining the integrity of the materials collections of The Kennedale Public Library through systematic evaluation, de-selection, and withdrawing of materials (both print and non-print) is critical for inventory collection development and maintenance. Factors influencing the decision to either retain or withdraw items from the collection will be made by the Library staff and may be influenced by the following:

- Frequency of circulation.
- Overall physical condition of the item.
- Age of the information contained in the item.
- Relevance to the inventory collection.
- Need in reference to the Library's mission statement.
- Availability of space.

Disposal of weeded materials shall be as follows:

- Dispose it: Disposal should be reserved for materials in irreparable condition.
- Sell it: Still usable materials may be given to the Friends of the Library – Kennedale for book sales.
- Recycle it: Donate materials to schools, charitable institutions, or other libraries.

Effective Date _____

Approvals:

Library Director

Library Advisory Board Representative

FREEDOM TO READ STATEMENT

LIBRARY BILL OF RIGHTS

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services. 1. It is in the public interest for publishers and others to make available the widest diversity of views and modes of expression, including those which are strange, unpopular, unorthodox, or unpopular.

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. 2. Publishers, librarians, and books should not be excluded on the basis of the origin, background, or views of those contributing to their creation. Materials should not be excluded because of the origin, background, or views of those contributing to their creation. It would conflict with the public interest for them to establish their own political, moral or aesthetic views as a standard for determining what books should be published and distributed.

2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval. 3. Libraries should not be prohibited from presenting any creative work the personal history or political affiliations of the author or others responsible for it or its publication contrary to the public interest for publishers or librarians to determine the acceptability of a book on the basis of the personal history or political affiliations of the author.

4. With every available legal means, we will challenge laws or governmental action restricting or prohibiting the publication of certain materials or limiting free access to such materials in place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to present any aspect of literature or art, or any persons responsible for its creations, as subversion, dangerous, or otherwise undesirable.

5. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas. 6. It is not in the public interest to force a reader to accept with any book the prejudgment of the publisher or librarian. 7. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

8. As guardians of intellectual freedom, librarians should oppose every encroachment upon the freedom by individuals or groups, private or official. 9. It is the responsibility of publishers and librarians, as guardians of the people's freedom of thought and expression, to defend the right of free expression by all individuals or groups seeking to have their views or materials made available to the public.

10. Libraries which make exhibit spaces and meeting rooms available to the public should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. 11. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. 12. The answer to a bad book is a good one. The answer to a bad idea is a good one.

Adopted June 8, 1948. Amended February 2, 1961, June 27, 1967, and June 25, 1971. Adopted by the ALA Council June 25, 1971. Endorsed by the Freedom to Read Foundation, Board of Trustees, June 18, 1971.

Adopted June 25, 1953; revised January 28, 1972, January 16, 1991, by the ALA council and the AAP Freedom to Read Committee.



Date: February 11, 2013

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:

Report on the library consortiums and other library programs

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments: