

**LIBRARY ADVISORY BOARD
AGENDA
BOARD OF DIRECTORS - REGULAR MEETING
April 8, 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. Minutes from February 11, 2013 Library Advisory Board Meeting

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 Library's Vision and Mission Statements
- B. Review and revise Library's Gift Policy
- C. Review and revise Library's "Receipt of Materials" Form

VI. REPORTS/ANNOUNCEMENTS

- A. Update board on current consortium memberships and 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 Cirno, City Secretary, at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the April 8, 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: April 8, 2013

Agenda Item No: MINUTES OF PREVIOUS MEETING - A.

I. Subject:

Minutes from February 11, 2013 Library Advisory Board Meeting

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	February 11, 2013 Library Advisory Board Minutes	BoardMinutesFeb2013.doc
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Kennedale Public Library

Library Board Meeting Minutes

February 11, 2013

I. Call to order

Chairman Rebecca Clark called the meeting to order at 4:40 pm.

II. Roll Call

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

Members Absent: Sharon Dehnel

III. Minutes for Previous Meeting

The members reviewed the minutes from the November 12, 2012 meeting. One correction was presented for spelling of the word “line” to be changed to read “live”. **Motion** To approve, **Action** Approve, **Moved By** Don Rawe, **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 Materials Selection Policy

The board reviewed the current Materials Selection Policy which includes the American Library Association’s Library Bill of Rights, Intellectual Freedom Statement and the Freedom to Read Statement. **Motion** To approve, **Action** Approve, **Moved By** Don Rawe, **Seconded By** Elaine Brower. Motion Passed Unanimously. This document will be retained as written without changes at this time.

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 the new library, Westworth Village Public Library, has had difficulties with their staff being seriously ill so have not finished preparing their inventory for uploading to the consortium’s online catalog.

Gwen updated the board on the North Texas on the Go (Overdrive) consortium. The renewal contract was finished and signed.

The eBook Platform group headed up by Fort Worth Public Library and North Texas Library Partners is called Geodesity and is being prepared to go live soon. Gwen hopes to eventually replace Overdrive with this program.

Gwen updated board on the Arlington-Mansfield partnership. This partnership will continue to meet to facilitate the initiative to add Kennedale and Grand Prairie to the existing partnership as patrons do not care where the city lines are located and only want to use whatever library has their desired materials when they want to use them.

VII. Adjournment

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

The meeting was adjourned at 5:35 pm. Next meeting was set for March 11 at the usual 4:30 pm time.

APPROVED:

Chairman Rebecca Clark

ATTEST:

Gwen Bevill, Library Director



Date: April 8, 2013

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Review and revise Library's Vision and Mission Statements

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Kennedale Public Library's Mission and Vision Statements	Mission & Vision Statement.doc
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The Kennedale Public Library

Kennedale, Texas

Mission Statement

The Kennedale Public Library is committed to enriching the community through full access to educational and recreational materials, programs, and technology.

Vision Statement

The Kennedale Public Library will provide library services to all children, youth and adults for their personal enjoyment, growth and cultural enrichment by:

- providing diverse resources,
- establishing programs to encourage and enrich the quality of life for the community,
- support of local educational programs,
- and encouraging the preservation of local history.

The Kennedale Public Library welcomes all to share in the joy of exploring the world of information and the realms of imagination.



Date: April 8, 2013

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Review and revise Library's Gift Policy

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Kennedale Public Library Gift Policy	Gift Policy.doc
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Kennedale Public Library Gift Policy

Purpose

The purpose of the Kennedale Public Library's Gift Policy is to guide and assist the Library staff in the acceptance of gifts presented to the Library. A written policy helps to answer questions posed by the public regarding the acceptance and disposition of materials donated to the Library.

Gifts

Any materials offered to the Library as gifts shall be considered by using the selection criteria outlined in the Materials Selection Policy. Cost of processing and use of shelf space are additional considerations. Donors will receive a Receipt of Materials form at the time of the donation.

Gifts are subject to the following limitations:

- The Library staff will not declare a dollar amount of the value of any donated materials.
- The Library will not accept materials that are not outright gifts or donations.
- The Library retains unconditional ownership of the gift.
- The Library makes the final decision on disposition of the gift.
- The Library reserves the right to decide conditions of display and access.
- Gift materials not added to the inventory cannot be returned to the donor. Materials not selected for the inventory will be donated to the Friends of the Library-Kennedale's (FOLK) book sale, donated to another facility or discarded.
- Non-collection related gifts, such as equipment, furniture, etc., will be evaluated as to need, functionality, and space availability. Such items may be modified to satisfy the needs of the library.

Monetary donations will be directed to the Friends of the Library – Kennedale (FOLK).

Effective Date _____ (approved 01/14/08)

Approvals:

Library Director

Library Advisory Board Representative



Date: April 8, 2013

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Review and revise Library's "Receipt of Materials" Form

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Receipt of Materials Form	Receipt of Materials Form.doc
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RECEIPT OF MATERIALS

TO: _____

The Kennedale Public Library would like to thank you for your generous donation to our library. Because the monetary value of each donated item varies, it is impossible for us to determine a value.

Please use this receipt to list items donated and place the value you feel is appropriate.

Thank you again for supporting the Kennedale Public Library.

Date

Donation accepted by

ITEMS DONATED



Date: April 8, 2013

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:

Update board on current consortium memberships and library programs.

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments: