

**LIBRARY ADVISORY BOARD
AGENDA
BOARD OF DIRECTORS - REGULAR MEETING
July 15, 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 April 2013 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 for update the library's Other Services Policy

VI. REPORTS/ANNOUNCEMENTS

- A. Update advisory board on all consortium memberships and children's summer 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 July 15, 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: July 15, 2013

Agenda Item No: MINUTES OF PREVIOUS MEETING - A.

I. Subject:

Review and approve minutes from April 2013 meeting

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Library Board Minutes April 2013	BoardMinutesApr2013.doc
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Kennedale Public Library

Library Board Meeting Minutes

April 8, 2013

I. Call to order

Chairman Rebecca Clark called the meeting to order at 4:37 pm.

II. Roll Call

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

Members Absent: Sharon Dehnel; Don Rawe

III. Minutes for Previous Meeting

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

IV. Visitor/Citizens Forum

There was no one waiting to address the board.

V. Regular Items

A. Review and revise Library's Vision and Mission Statements

The board reviewed the current Vision and Mission Statements and did not find any revisions necessary. These documents will be retained as written without changes at this time.

B. Review and revise the Library's Gift Policy

The board reviewed the current Gift Policy and did not find any revision necessary. This document will be retained as written without changes at this time.

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

The board reviewed the current Receipt of Materials Form and did not find any revision necessary. This document will be retained as written with 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. But we received notice by email on April 11, 2013 that the fiduciary agent, North Texas Library Partners (NTLP) was being forced to close by the end of April. Gwen explained that although the Evergreen consortium had already obtained its 501(c)3 status, they did not have a bank account or even an address because all of the member libraries are not necessarily close together. She said as she was the chairman of this group, she was pushing to get the current funds out of NTLP by setting up a checking account and would be speaking to the consortium members on where they wanted to setup the address for group. Governance policies and other things would need to be altered to erase NTLP's name but moving the money was the most urgent for right now.

Gwen was unable to update the board on the North Texas on the Go (Overdrive) consortium as they were not meeting until Friday, April 12. This group might need more work on its organization before it is able to remove NTLP as its fiduciary agent and NTLP also been responsible for ordering inventory from Overdrive.

The eBook Platform group headed up by Fort Worth Public Library and North Texas Library Partners is called Geodesity and its status was not discussed as status is unknown with the changes to NTLP.

Gwen updated board on the Arlington-Mansfield partnership. This partnership has filed for a grant from the state library to create a “virtual” partnership between Arlington-Mansfield and adding Kennedale and Grand Prairie. The “virtual” partnership would involve sharing online databases.

VII. Adjournment

Motion To adjourn, **Action** Adjourn, **Moved By** Shirley Jackson, **Seconded By** Elaine Brower. Motion Passed Unanimously.

The meeting was adjourned at 5:00 pm. Next meeting was set for Ma7 13 at the usual 4:30 pm time.

APPROVED:

Chairman Rebecca Clark

ATTEST:

Gwen Bevill, Library Director



Date: July 15, 2013

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Review for update the library's Other Services Policy

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments:

1.	Other Services Policy	Other Services.doc
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Kennedale Public Library Other Services Policy

Telephone

The Kennedale Public Library does not offer telephone service to patrons except in the case of an emergency or by special permission from the Library staff.

Fax Services

The Kennedale Public Library does offer fax transmittal or receiving services to patrons for a fee that will be established by City Council.

Copying Services

The Kennedale Public Library will offer photocopier services to patrons for a fee that will be established by City Council. All applicable copyright laws and acts will apply.

Meeting Facilities

The Kennedale Public Library does not offer meeting rooms to the public due to lack of appropriate space in the Library.

Proctoring

The Kennedale Public Library will not provide proctoring services due to a lack of an appropriate area in the Library to allow for monitoring of the exam.

Tax Forms

The Kennedale Public Library will provide a limited supply of IRS tax forms through the period up to the April 15th deadline for individuals filing their income tax. Library staff will not assist with preparation of tax forms or answer tax reference questions.

Outreach Programs

The Kennedale Public Library endorses and encourages community Outreach Programs as an effective tool to achieve the library's mission in the community. Outreach Programs are limited in scope only by staffing and financial levels.

Outreach programs may include, but are not limited to the following:

- Storytime and youth programs
- Special programs for youth, adults, and families
- Periodic visits to nursing home

Effective Date _____

Approvals:

Library Director

Library Advisory Board Representative



Date: July 15, 2013

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:

Update advisory board on all consortium memberships and children's summer programs

II. Originated by:

Gwen Bevill, Library Director

III. Summary:

IV. Recommendation:

V. Attachments: