MINUTES OF THE LIBRARY BOARD
March 29, 2017

Board Members Present:
Kathaleen Rodriguez, Chairperson
Jean Ferguson
Rosario Klier
Jennifer Linde
Cheryl Moore
Gail Robison

Board Members Absent:
Carolyn Richard

City Staff Present:
Carolyn Booker, Director of Library Services

Call to Order and Announce a Quorum is
Present

The scheduled session of the Library Board was called to order by Kathaleen Rodriguez at 7:05 p.m. on Wednesday, March 29, 2017, in the Small Conference Room at the Lewisville Public Library located at 1197 W. Main Street, Lewisville, TX 75067. A quorum was present.

Approval of Library Board Minutes of
January 18, 2017, Regular Meeting

MOTION: Upon a motion made by Board member Rosario Klier and seconded by Board member Gail Robison, the Board voted six (6) “ayes” and no (0) “nays” to approve the minutes of the Library Board January 18, 2017 regular meeting.
Visitors/Citizens Forum (Agenda Item 3)

Visitor names were: Debbie Weeks and Renee Kuster. As members of the Lewisville Secular Homeschoolers Group, they came to represent area homeschoolers and to let the board know about their needs for programming. They were asking for daytime programs for school aged kids. Their group currently meets on Tuesdays, but not in the Library. They mentioned that 4:00 in the afternoon does not work well with their schedules and want to see programs offered specifically for homeschoolers.

Election of Officers (Agenda Item 4)

Jean Ferguson moved to nominate Rosario Klier as chairman and the motion was seconded by Jennifer Linde. The Board voted six (6) “ayes” and no (0) “nays” to approve the motion.

Jean Ferguson moved to nominate Jennifer Linde as vice-chairman and the motion was seconded by Rosario Klier. The Board voted six (6) “ayes” and no (0) “nays” to approve the motion.

Discussion of Library Guidelines on Interlibrary Loan (Agenda Item 5)

Interlibrary Loan (ILL) Guidelines were being proposed to clarify and streamline the ILL process. The Library anticipates allowing patrons to place their own ILL requests soon. The Library Board had no problems with the new guidelines.

Discussion of Library Guidelines on Library Card Privileges (Agenda Item 6)

The guidelines were written to clarify unique requirements and privileges for each card and in order to add the student card. The Library proposed a start date of April 3rd for the new guidelines to go into effect.

Important Changes:
- Establishes a new student card type. With this card, students may use PCs and access the digital collections. There is no borrowing of library materials until a student card is upgraded to a full-privilege teen card with a parent or guardian present.
- Adds LISD Student ID to the list of acceptable government-issued photo IDs (for student cards only).
- Clarifies the use of the guest pass for patrons with an existing library card.
- Cards will expire every 2 years rather than every 18 months.
One correction was suggested.

Reports: Staffing Update, Calendar of Events; January and February 2017 Service Statistics; Friends of the Library (Agenda Item 7)

Staffing Update: Dylan Reed is working as a PT Library Tech, Account Services hired a new shelver named Rosario.

The Calendar of Events was presented.

January and February 2017 Service Statistics were presented.

The March Friends sale went well. It was suggested that meetings are just a little too early for people who work.

Adjournment (Agenda Item 9)

MOTION: Upon a motion made by Board member Jean Ferguson and seconded by Board member Jennifer Linde the Board voted six (6) “ayes” and no (0) “nays” to adjourn the meeting of the Library Board at 8:18 p.m. on Wednesday, March 29, 2017. The motion carried.

APPROVED:

[Signature]
Rosario Klier, CHAIRPERSON
LIBRARY BOARD

PREPARED BY:

[Signature]
Carolyn Booker,
Director of Library Services, City of Lewisville