

The Library Board of the City of Garland, Texas convened in regular session at 6:00 p.m. on Monday, October 14, 2013, in the Central Library Board Room with the following members present:

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| Bettye Haynes | Chair |
| Patricia Boone | Board Member |
| Bob Brandon | Board Member |
| Terri Chepregi | Board Member |
| Julius Irozuru | Board Member |
| Jerry Redden | Board Member |

STAFF PRESENT:

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| Claire Bausch | Director of Libraries |
| Connie Moss | Assistant Director |
| Kathleen Cizek | Public Services Administrator |
| Gail Brigham-Payne | Administrative Office Coordinator |

1. ROLL CALL

Chair Haynes called the meeting to order at 6:06 p.m.

2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 9, 2013 MEETING

Motion was made by Patricia Boone, seconded by Jerry Redden, that the Minutes of the September 9, 2013 meeting be approved with the necessary corrections.
Motion carried.

3. CONSIDER APPROVAL OF PROPOSED REVISION OF LIBRARY BOARD BYLAWS

Board Members approved revision of the Library Board Bylaws to remove two appointed offices related to the former Northeast Texas Library System. Chair Haynes called for a **motion** to approve the ByLaws Policy. Patricia Boone **moved** and Jerry Redden **seconded the motion. All in favor. None opposed.**

4. ELECTION OF OFFICERS 2013-2014

Chair Haynes reviewed the role of the Board Chair with Board Members. Chair Haynes called for a **motion** to elect Chair. Patricia Boone made a **motion** to re-elect Bettye Haynes as Chair. Jerry Redden **seconded the motion. All in favor. None opposed. Motion carried.**

Chair Haynes called for a **motion** to elect Vice Chair position. Patricia Boone made a **motion** to elect Bob Brandon as Vice Chair. Jerry Redden **seconded the motion. All in favor. None opposed. Motion carried.**

5. CONSIDER APPROVAL OF REVISIONS OF THE INTERLIBRARY LOAN POLICY

Director Bausch discussed the proposed revisions of the Interlibrary Loan Policy. Board Member discussion followed. Copies of CONTU guidelines, to which the Policy refers, were provided.

Chair Haynes called for a **motion** to approve the revisions of the Interlibrary Loan Policy. Bob Brandon **moved** and Pat Boone **seconded the motion**. **All in favor. None opposed.**

6. LONG RANGE TECHNOLOGY PLAN REPORT

Director Bausch presented the report by Library Technology Consultant, Rob McGee, RMG Associates, Inc. The Board was not asked to the plan. The consultant developed the plan in consultation with library staff using information provided by staff. A key element of the plan is budget tables which are extensive. The Technology Plan serves as a resource for developing budget requests.. Reviewed by the Board.

7. RFID/AUTOMATED MATERIAL HANDLING PROJECT

The recently completed revision of the long range technology plan by RMG Associates, Inc., included a recommendation the Library acquire a construction cost study from a qualified architect with knowledge of RFID technology in libraries. Denelle Wrightson, Dewberry Architects, developed sketches of conceptual floor plans for exterior and interior RFID returns and sorting systems at all four libraries. These were displayed and discussed. Board Members toured the area where materials returned to the Central Library exterior bookdrop enter the building

8. CAPITAL IMPROVEMENTS PROGRAM PROJECT PROPOSALS

Director Bausch reviewed the CIP projects the Library anticipates submitting later this month. All of the projects are continuations of existing projects. A CIP Calendar will be distributed to the Board at the next meeting.

9. BRIEFINGS

- A. Reappointment of Barbara Chick to the Library Board**
- B. South Garland Branch Library Drive-Up Return Drive Repair**
- C. Accreditation for Membership in the Texas Library System**
- D. Texas State Library and Archives Commission Library Mobile Project Submission**
- E. Texas State Library Appeal of Federal Funds for Libraries Denied**

No Briefing items were discussed.

10. FUTURE AGENDA ITEMS

Future Agenda items will include a presentation on the Library's Foreign Language Collections and a revision to the TexShare Card Policy.

11. ADJOURN

Meeting was adjourned at 7:25 p.m.

Library Board

Signed:

Attest:

Betty Haynes, Chair

Claire Bausch, Director of Libraries