

The Library Board of the City of Garland, Texas convened in regular session at 6:00 p.m. on Monday, December 8, 2014, in the Central Library Board Room with the following members present:

Betty Haynes	Chair
Patricia Boone	Board Member
Terri Chepregi	Board Member
Julius Irozuru	Board Member
Edwina Garner	Board Member
Dorothy McAllister	Board Member

**STAFF PRESENT:**

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

**1. ROLL CALL**

Chair Haynes called the meeting to order at 6:10 p.m.

**2. APPROVAL OF THE MINUTES OF NOVEMBER 10, 2014 MEETING**

**Motion** was made by Terri Chepregi, seconded by Patricia Boone, that the Minutes of the November 10, 2014, meeting be approved as submitted.

**Motion carried.**

**3. ELECTION OF OFFICERS**

Director Bausch reviewed the roles of the Vice Chair with Board Members. Election of the Vice Chair was deferred from the previous meeting, due to the absence of several Board Members.

**4. CAPITAL IMPROVEMENTS PROGRAM PROJECTS 2015**

Director Bausch reviewed Library items that have been presented to the City Council for consideration. All are ongoing projects except Central Library north exit security to prevent theft of materials during City events, and replacement of carpet at the Central Library.

**5. LIBRARY DEPARTMENT ACCOMPLISHMENTS 2014**

Key service accomplishments in 2014 were shared, including a new online service for sharing patron reviews of books and receiving book recommendations; sustaining a new State Library mandated Interlibrary Loan Service; initiating implementation of the Library Long-Range Plan for Technology and RFID tagging of library materials; and, significantly increasing circulation rates for new books and improving the collections.

**6. LIBRARY STAFF CROSS TRAINING**

Library Staff reported on a multi-phase employee cross-training exercise that took place from March 2014 through December 2014. Employees were challenged to successfully operate at all four locations and were afforded the opportunity to become familiar with other Garland neighborhoods, colleagues, and best practices.

**7. DESIGNATED USE AREAS**

Library Staff shared plans to apply considerations from previous Board Member advice, and policy development for the teen, computer and many of the other areas will follow the same reasoning as for the children's areas. Library Staff explained the age level restrictions enforced by software for computers in the children's, juvenile, teen and adult areas.

**8. BRIEFING ITEMS**

No items discussed.

**9. HANDOUTS**

None

**10. FUTURE AGENDA ITEMS**

- A. Capital Improvements Program
- B. Designated Use Areas
- C. Election of Vice Chair

**11. ADJOURN**

Meeting was adjourned at 8:03 p.m.

**Library Board**

**Signed:**

**Attest:**

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**Bettye Haynes, Chair**

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**Claire Bausch, Director of Libraries**