



Marshall Public Library
300 S. Alamo Blvd.
Marshall, TX 75670
(903) 935-4465

www.marshallpubliclibrary.org



Board of Trustees Meeting
Marshall Public Library Board Room
Tuesday, April 19, 2016
4:00 p.m.

1. Call to Order
2. Presentations or remarks from the public
3. Approval of minutes from the March 15, 2016 meeting
4. Friends of a Public Library Report
5. Library Director's Report
6. Agenda Items
 - a. Presentation of the 2015 Annual Report.
 - b. Consideration of Board of Trustees vacancy—action item.
7. Discussion of Marshall Public Library renovation project
 - a. Consideration of request to Friends of a Public Library for allocation towards renovation project—action item.
8. Adjournment

POSTED April 14, 2016
1:00 p.m.
Anna Lane

THE MEETING WILL BE CONDUCTED IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE FACILITY IS WHEELCHAIR ACCESSIBLE AND HANDICAP PARKING IS AVAILABLE. REQUESTS FOR SIGN INTERPRETIVE SERVICES WILL BE AVAILABLE WITH AT LEAST 48 HOUR NOTICE PRIOR TO THE MEETING. TO MAKE ARRANGEMENTS FOR THOSE SERVICES, PLEASE CALL ANNA LANE AT (903) 935-4465.

*Enriching, empowering, and educating our community
through exemplary services, exceptional resources, and engaging programs.*

Marshall Public Library Board of Trustees Minutes
March 15, 2016

1. The meeting of the Board of Trustees was called to order at 4:00 pm by Chairman Ruby Pye.

Present were trustees: Ruby Pye, Lou Gaw, Darlene Dotson, & Megan Maxwell. Also present were Anna Lane, Library Director, Elizabeth Bradshaw, Public Services Librarian. Representing Friends of a Public Library: Steve Flohr. Public in attendance: Ginny Harris, Frank Strauss, and Meredith Shamburger from the Marshall News-Messenger.

2. There were no remarks from the public.
3. Motion to approve the minutes of the January meeting was motioned to be approved by Darlene Dotson and seconded by Lou Gaw with a spelling correction.
4. Steve Flohr presented for the Friends of a Public Library. He handed out the schedule of the future Friends Board meeting dates. The next board meeting will be April 4, with the next Membership meeting held May 2. The February book sale was very successful, selling about 3,000 books total, and the next sale will be May 13-21. Ginny will work with Felicia to fund the upcoming Summer Reading Program for kids. Steve asked for more information about the lighting on the outside of the library, where most of the lights appear to be out. The city is working on the problem & is in the process of replacing the light bulbs with LED bulbs.
5. Anna Lane presented the Library Director's report. The direct-deposited check for the Emma Walker Fund was \$187.11. At time of meeting, the new book drop had not been installed due to rain. Ruby asked about the director's report which showed that the number of children's programs were fewer in February, which is due to the preparation time for the 6-week units being presented. Anna reported on the ongoing Spring Break activities and the upcoming author talk Elizabeth Bradshaw arranged for March 22. The library is offering new services with the new circulation system, including notifications for overdue and reserved books and updating passwords in the circulation system. Next month we will discuss the Annual Report. These reports, submitted to the state and compiled by the Institute of Museum and Library Services, show that our improved participation in library programs and services are consistent with other libraries across the country.
6. Discussion of Marshall Public Library Renovation Project: Ruby reported on the staff and board field trip to see libraries in Carthage and Tyler that have recently been renovated. Anna presented the renovation plan to the City Commission, and reported on the next step in the renovation project is to present a formal plan on March 24 complete with a floor plan and the list of items needed from the city. Frank Strauss asked whether the city was willing to spend money on the renovation this year or next year, which isn't clear right now.
7. Motion to adjourn was made at 4:28 pm by Lou Gaw and seconded by Darlene Dotson.

Next regular scheduled meeting will be April 19, 2016 at 4:00 pm.