



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



Board of Trustees Meeting
Marshall Public Library Gold Room
Tuesday, February 16, 2016
4:00 p.m.

1. Call to Order
2. Presentations or remarks from the public
3. Approval of minutes from the January 19, 2016 meeting
4. Friends of a Public Library Report
5. Library Director's Report & Annual Review of the Strategic Plan
6. Discussion of Marshall Public Library renovation project
7. Adjournment

POSTED February 12, 2016
9:00 a.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
January 19, 2016

1. The meeting of the Board of Trustees was called to order at 4:00 pm by Anna Lane, Library Director.
2. Present were trustees: William Halliday, Ruby Pye, Lou Gaw, Missy Hill, J.R. Nissley, and Megan Maxwell. Also present were Anna Lane, Library Director; Elizabeth Bradshaw, Public Services Librarian; and Felicia Maden, Youth Services Manager. Representing Friends of a Public Library: Steve Flohr. Representing the City of Marshall: Jack Redmon, Director of Support Services, Eric Neal, Mayor, and Lisa Agnor, City Manager.
3. Public in attendance: Spencer Black, Ron Munden, Frank Strauss, Ginny Harris, Dorcas Collins, Audrey & Louis Kariel, Amanda Wynn, Inagene Bennett.
4. Board members were introduced.
 - a. New officers were elected: Ruby Pye, Chairman; Darlene Dotson, Vice-Chair; Megan Maxwell, Secretary.
 - b. The Board of Trustees meeting date and time will remain the same, the third Tuesday of the month at 4:00 pm.
5. Minutes of both December meetings were motioned to be approved by Ruby Pye and seconded by Missy Hill. William Halliday asked that his handout from the December 28th meeting be included in the minutes, and there were no objections. He then motioned that both meetings' minutes should be approved, seconded by Missy Hill.
6. Presentation from the public: Ginny Harris presented her views on the library renovation, emphasizing the role the community has played in supporting the library from the very beginning. It was recommended that the community should be involved in a thoughtful planning process by all library stakeholders. The secretary has a transcript of Ginny's remarks if anyone would like a copy. Frank Strauss asked if the report on the 2015 library strategic plan objectives was available.
7. Discussion of Library Renovation

Jack Redmon distributed a handout of estimated building renovation expenses from local contractors. Renovations to the Gold Room, including the consideration of fire safety, were discussed, as well as the sound system. The mayor and city manager restated their willingness to be a part of the process, with a desire for the Board to communicate to the city what costs are anticipated and what the library expects from the city in order to accomplish the project. Several attendees reiterated that the money from the Emma Walker fund, allocated to the purchase of new library furnishings, should be spent wisely. There was a question about the consultants and plans and whether any contracts had been signed. Jack explained about the state price structure and the BuyBoard as well as the bidding process to make sure the money will be well-spent. Mr. Redmon, Mayor Neal, and Ms. Agnor left the meeting after the discussion concluded.

8. Steve Flohr, President of Friends of a Public Library, reported on their activities. Membership drive concluded at the end of 2015 resulted in 150 members and a total of \$5,000 earned. They expect that to increase by June due to book sales. Marshall Regional Arts Council approved a grant to the Friends for \$1,900 to support the Summer Reading Program in June and July. This amount will be matched by the Friends, who have budgeted \$3,000 to support the grant. Last year's program was a great success. The next Friends book event will be February 19-27 with a sneak peek for members on Thursday, the 18th.
9. Anna Lane presented the Library Director's report. The gas check for the Emma Walker Fund was \$348.14; next month's check will be direct-deposited. She reported on the 4th quarter statistics with improvement across the board. David White submitted his quarterly report already, which Anna shared with those present. A longer presentation about the strategic plan is planned for next month's meeting.
 - Library programs: Tech Tuesdays at 2 pm and 6 pm with Elizabeth Bradshaw.
 - STEAM time programs on Wednesday from 3:00-5:00: Science, Technology, Engineering, Arts, Math activities with the kids that fit in with what they're learning in school
 - Twenty-five attended the stuffed animal sleepover in December.
10. Motion to adjourn was made at 5:12 pm by Missy Hill and seconded by Lou Gaw.
11. Next regular scheduled meeting will be February 16, 2016 at 4:00 pm.

Submitted by Megan Maxwell