



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

www.marshallpubliclibrary.org



Board of Trustees Meeting
Commission Chambers—City Hall
Tuesday, November 15, 2016
4:00 p.m.

1. Call to Order
2. Presentations or remarks from the public
3. Approval of minutes from the October 18, 2016 meeting
4. Friends of a Public Library Report
5. Library Director's Report
6. Discussion of Marshall Public Library renovation project
7. Adjournment

POSTED November 10, 2016
11:00 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.

Marshall Public Library Board of Trustees Minutes
October 18, 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, Dr. Gerald "J.R." Nissley, Charles Cornish III, Missy Hill, and Megan Maxwell. Darlene Dotson was absent. Also present was Library Director Anna Lane, and Representing Friends of a Public Library: Steve Flohr. Public in attendance were Spencer Black, Frank Strauss, and Pat Neu.
2. The chairman reminded those present that the agenda provided a time during the meeting for public attendees to make comments or ask questions.
3. Remarks from the public: Frank Strauss expressed his concerns about what might happen if the library director was taken ill and there were no plans for succession. It was briefly discussed that the topic had also been broached at the previous Friends of a Public Library board meeting as well.
4. Motion to approve previous minutes: Minutes of the September 20 meeting was motioned to be approved by Lou Gaw and seconded by Charles Cornish III. The secretary was requested to make note of absent trustees in future minutes, and one wording correction was made.
5. Steve Flohr presented for the Friends of a Public Library. The new membership drive is underway for October with hopes of increasing membership, in part by including local businesses. Book sales from October were found to have gone down by 30% as a result of the sale dates being moved up.
6. Anna Lane presented the Library Director's report. The direct-deposited check for the Emma Walker Fund was \$140.51 for October. The account balance for this fund is now \$201,212.61.
- 7a. Board of Trustees vacancies: Trustees were requested to make recommendations for three new board members for 2017. Frank Strauss asked for clarification about who appointed the library board members that live in the county rather than the city. All Board of Trustees members are appointed by the City Commission.
- 7 b. Board of Trustees attendance: Board Bylaws were read to explain the policy on trustees' attendance. The chairman recognized that several board members had missed meetings during the year, and commented that the board was understanding and tried to make allowances for those whose work schedule interferes with attendance. Steve Flohr asked the chairman to report on the member absences, which were as follows: Missy Hill, six absences; Darlene Dotson, four absences; Dr. J.R. Nissley, 4 absences; Charles Cornish III, 3 absences; Megan Maxwell, 1 absence. Lou Gaw made a motion to excuse board members who have missed meetings, and Missy Hill seconded. Chairman Ruby Pye stated that she, as chairman, excused the board member absences as required by City Ordinance.
8. Discussion of Marshall Public Library Renovation Project: Anna explained that there were furniture samples in the library for people to see what styles were chosen for the renovation. A brochure was presented that gives patrons all the information they need to receive services while the library renovation is underway. The temporary library location will be in the 505 E. Travis office building, Suite 115, and the new book drop will continue to be used during this time. Renovation project updates will be posted on the library website, as well as Facebook and the director's blog. At time of meeting, the City Commission still needed to award the bids for the project, both of which came in well over the budgeted \$280,500 by the city. Future board meetings will be held in a room at City Hall.
9. Motion to adjourn was made at 4:38 pm by Lou Gaw and seconded by Charles Cornish III.

Next regular scheduled meeting will be November 15, 2016 at 4:00 pm.