



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, October 18, 2016
4:00 p.m.

1. Call to Order
2. Remarks from the Board of Trustees Chair—Ruby Pye
3. Presentations or remarks from the public
4. Approval of minutes from the September 20, 2016 meeting
5. Friends of a Public Library Report—Steve Flohr
6. Library Director's Report—Anna Lane
7. Agenda Items
 - a. Consideration of Board of Trustees vacancies—discussion item
 - b. Consideration of Board of Trustees attendance—action item
8. Discussion of Marshall Public Library renovation project
9. Adjournment

POSTED October 14, 2016
2:45 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.

Marshall Public Library Board of Trustees Minutes
September 20, 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 Nissley, Charles Cornish III, Missy Hill, and Megan Maxwell. Also present were Anna Lane, Library Director, and Elizabeth Bradshaw, Public Services Librarian. Representing Friends of a Public Library: Steve Flohr. Public in attendance: Spencer Black, Frank Strauss, and Dorcas Collins.

2. There were no remarks from the public.
3. Motion to approve the minutes of the June 21 meeting was motioned to be approved by Lou Gaw and seconded by J.R. Nissley.
4. Steve Flohr presented for the Friends of a Public Library. The Friends' bylaws were amended at the August 1 board meeting to allow for special-called meetings in the future, if there is a need for meetings outside of the regular schedule. The 2017 budget was approved with a separate line-item to fund the library renovation project with \$99,850. The August book sale was extremely successful, with over 3,000 books sold. A new membership drive is planned for October.
5. Anna Lane presented the Library Director's report. The direct-deposited check for the Emma Walker Fund was \$109.81 for September. The current account balance for this fund reflects the first \$20,000 toward the library furnishings plan. The director reported on the book club and the restart of Storytime for this year. Anna also reviewed the budget for the upcoming year, which includes an increase of close to \$12,000 for a new copier and new computers for the library. The Harrison County contribution to library funding will be increasing by \$9,000. The director also went over the board appointments for the coming year, as recommendations will be made to the commission in November.
6. Discussion of Marshall Public Library Renovation Project: The board was shown the architect's plans and drawings, including the new bathrooms, walls, and the location of the new ramp to the stage in the Gold Room. The plans are to be finalized by the end of September, and the necessary contractors will be put out to bid and advertised after that. The director showed the board the carpets and surfaces that the staff had chosen for the library. The library still does not have a temporary location for serving patrons during the closure, but local libraries will allow Marshall Public Library patrons to utilize their services. A question was asked about the availability of Overdrive during the library closure, and Elizabeth Bradshaw assured the board that the electronic library services will still be in use. The new book drop has been installed incorrectly but will be fixed. At the end of the meeting, Steve Flohr asked about the relevance of the Texana book collection and how decisions are made to pull books from the collection, particularly in the case of out-of-print books. It was questioned why a book might be withdrawn and the same book purchased anew. The director stated that good library procedures involve weeding out the collection to replace old books and removing books that are not being used.
7. Motion to adjourn was made at 4:35 pm by Lou Gaw and seconded by Missy Hill.

Next regular scheduled meeting will be October 18, 2016 at 4:00 pm.