



City of Lancaster  
PARKS, RECREATION, AND LIBRARY SERVICES



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**MEETING**

**LANCASTER VETERANS MEMORIAL (LVM) LIBRARY ADVISORY BOARD**

**Thursday, December 12, 2013, 6:30 p.m.**

**MINUTES**

The Members of the Lancaster Veterans Memorial Library Advisory Board met Thursday, December 12, 2013 at 6:30 p.m. at the Lancaster Veterans Memorial Library Conference Room, 1600 Veterans Memorial Parkway, Lancaster, TX 75134.

**Lancaster Veterans Memorial Library Advisory Board Members Present:** Bettie Jones, Sarah Barber, Angela McCowan, Valencia Stimage, Tiffany Devereaux, Laurie Telfair, and Marcus Slaughter

**Lancaster Veterans Memorial Library Advisory Board Members Absent:** LaToya Browning

**Guest:** Council Member Stanley Jaglowski, and LRDC – Type B/Friends of the Library Member Mary Sykes

**City Staff Present:** Parks, Recreation, and Library Services Director Sean Johnson, Library Manager Jerry McCulley, and Administrative Secretary Cynthia D. Williams

**I. Call to Order**

Chair Marcus Slaughter called the meeting to order at 6:37 p.m.

**II. Consider Approval of Minutes (November 13, 2013)**

Ms. Telfair made a motion seconded by Ms. Jones to approve the November 13, 2013 Minutes as written. The motion carried unanimously.

**III. Discuss and Review Bylaws (Parks, Recreation, and Library Services Director Sean Johnson)**

Mr. Johnson reported that our current Library Advisory Board Bylaws have not been adopted by City Council, as well as, had some language that was not consistent with the City of Lancaster Board and Commissions policies and procedures. At our last meeting, the Board was asked to review these Bylaws and compare and contrast bylaws of other Library Advisory Boards in other cities. The modifications and corrections included, membership requirements of NETLS (no longer in existence); attendance requirements; positions removed (secretary); and powers and duties of board members

There was further questions/discussion.

Ms. Telfair made a motion seconded by Ms. Stimage to make the necessary modifications to the bylaws. The motion carried unanimously.

Staff will make these modifications and present to the City Attorney for review and present to City Council for adoption and acceptance.

**IV. Discuss and Review Board and Commissions Code of Ethics (Parks, Recreation, and Library Services Director Sean Johnson)**

Mr. Johnson reported that under the advisement of our City Attorney Staff brought the Code of Ethics Policy before the Board for review and discussion. The Board received the Code of Ethics in the Agenda Packet. All read/reviewed the Code of Ethics document. The floor was opened for any questions or comments.

There was no discussion.

**V. Set Agenda and Date for next Meeting**

- **Next Meeting: January 16, 2014, 6:30 p.m.**
- **Friends of Library Annual Book Sale Update**
- **Best Southwest Book Fest Update**
- **First Quarter Library Stats Update**
- **Geek the Library Marketing Campaign**

**VIII. Adjournment**

Ms. Telfair made a motion seconded by Ms. Jones to adjourn. All present approved and the meeting adjourned at 7:15 p.m.

**ATTEST:**

  
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**Cynthia D. Williams, Administrative Secretary**

**APPROVED:**

 2/29/14  
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**Marcus Slaughter, Chair**  
**Lancaster Parks and Recreation Advisory Board**