



City of Lancaster
PARKS, RECREATION, AND LIBRARY SERVICES



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MEETING

LANCASTER VETERANS MEMORIAL (LVM) LIBRARY ADVISORY BOARD

Thursday, March 20, 2014, 6:30 p.m.

MINUTES

The Members of the Lancaster Veterans Memorial Library Advisory Board met Thursday, March 20, 2014 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: Sarah Barber, Angela McCowan, Laurie Telfair, Tiffany Devereaux, and Marcus Slaughter

Lancaster Veterans Memorial Library Advisory Board Members Absent: Bettie Jones, and Valencia Stimage

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 6:34 pm.

II. Consider Approval of Minutes (February 20, 2014)

Ms. Telfair made a motion seconded by Ms. Barber to approve the February 20, 2014 minutes as written. The motion carried unanimously.

III. LVM Library Policies Discussion (Parks, Recreation, and Library Services Director Sean Johnson)

Mr. Johnson reported that Staff wanted to take this time to go into detail on some of the policies that we need to have accepted by City Council if this Board chooses to do so. He stated that what the Board has before them tonight are a few items that Staff upon Board recommendation, would need to present to Council for consideration and acceptance.

The Board along with Staff reviewed each of the following Policies and Procedures which were in "Draft" form one by one: Wireless Access and Use Policy, Meeting Room Policy, Internet and Electronic Resource Policy and Guidelines, Interlibrary Loan Policy, and Circulation Policy. Mr. Johnson asked the Board to review each Policy, make comments, and take action.

There was further questions/discussion.

Ms. McCowan made a motion seconded by Ms. Telfair to approve the recommended changes to the above mentioned policies and procedures to City Council. The motion carried unanimously.

IV. Annual Report Update (Parks, Recreation, and Library Services Director Sean Johnson)

Mr. Johnson reported that annually Staff completes an Annual Report for our State Library which is a requirement for Library accreditation. Having being an accredited library, we are available to receive, e-rate, BTOP, and impact grants that come by way of the State and federal funds. With that, comes a Maintenance of Efforts which states we have to spend so much per capita each year to be an accredited library. Staff has a process of capturing operation and maintenance cost and indirect cost to meet our Maintenance of Efforts.

There was further questions/discussion.

V. Set Agenda and Date of Next Meeting

Next Meeting: Thursday, May 15, 2014, 6:30pm
Update on Annual Report
Geek the Library Campaign Update

VI. Adjournment

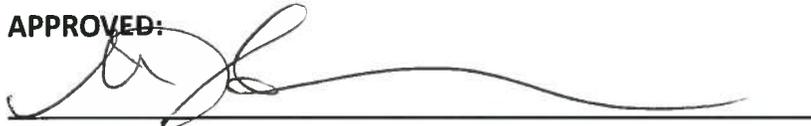
Ms. McCowan made a motion seconded by Ms. Telfair to adjourn. All present approved and the meeting adjourned at 7:19pm.

ATTEST:



Cynthia D. Williams, Administrative Secretary

APPROVED:



Marcus Slaughter, Chair
Lancaster Veterans Memorial Library Advisory Board