



City of Lancaster  
QUALITY OF LIFE AND CULTURAL SERVICES

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**MEETING**

**LANCASTER VETERANS MEMORIAL LIBRARY ADVISORY BOARD**

**Thursday, October 30, 2014, 6:30pm**

**MINUTES**

The Members of the Lancaster Veterans Memorial Library Advisory Board met Thursday, October 30, 2014 at 6:30pm at the Lancaster Veterans Memorial Library (Conference Room), 1600 Veterans Memorial Parkway, Lancaster, TX 75134.

**Lancaster Veterans Memorial Library Advisory Board Members Present:** Quinnest R. Banks, Carolyn L. DeLoach, Tiffany Devereaux, Angela McCowan, Anne Ordone, Sonja L. Shipp, Marcus Slaughter, and Desarea Bradley

**Lancaster Veterans Memorial Library Advisory Board Members Absent:** None

**City Staff Present:** Managing Director; Quality of Life and Cultural Services Sean Johnson, Library Manager Jerry McCulley, and Administrative Secretary Cynthia D. Williams

**I. Call to Order**

Chair Marcus Slaughter called the Lancaster Veterans Memorial Library Advisory Board Meeting to order at 6:40pm.

**II. Consider Approval of Meeting Minutes (March 20, 2014 and July 28, 2014)**

Ms. McCowan made a motion seconded by Ms. Ordone to approve the March 20, 2014 and the July 28, 2014 minutes as written. The motion carried unanimously.

**III. 2014 Library Highlights (Managing Director Sean Johnson)**

Mr. Johnson welcomed new Board members and recognized the accomplishments over the past year made by our existing Board members. Staff passed out handouts and collectively reviewed highlights that were instrumental in assisting Staff with in the success of the Library.

There was further questions/discussion.

#### **IV. Annual Report/Accreditation Update (Managing Director Sean Johnson)**

Mr. Johnson stated that our Annual Report is a Report that is required by the State in order for us to be an accredited library. Quarterly, Staff will bring forth to this governing body this Report. He stated that in our next quarterly called meeting Staff will have the first quarterly stats which will include October, November, and December 2014. This Report will reference how many books were checked out, how many hours were logged into our public computer lab, how many participants attended our computer classes, and the other program offerings we have such as our teen program, our tween club, etc. The Report will also show our Volunteer Hours. Staff will send the annual stats for this past fiscal year to the Board. Please review and if you have any questions please reply back to Ms. Cynthia.

#### **V. United for Libraries – American Library Association Discussion (Library Manager Jerry McCulley)**

Mr. McCulley reported that United for Libraries provides information, resources, and training that is available only to members. It is a national network of enthusiastic library supporters who believe in the importance of libraries as the social and intellectual centers of communities and campuses. He reported that they sent Staff an email regarding a new subscription that the Texas State Library started called, "The Voice for America's Libraries". It is a newsletter that gives trustees and library board members access to tool kits, webinars, etc. Staff will forward a copy of the link as well as login and password information to this Board.

#### **VI. Geek the Library Campaign Update (Library Manager Jerry McCulley)**

Mr. McCulley reported that this is a nonprofit organization who works to support libraries. It is an awareness campaign to draw attention to libraries. Staff started this Campaign this past year. We are trying to plan for a launch date. It is critical that we have volunteers.

There was questions/discussion.

Mr. Johnson stated that the Board Chair can appoint a sub committee chair.

#### **VII. 2014 Library Grant (Managing Director Sean Johnson)**

Mr. Johnson reported on the two Grants we have recently received. One is the Impact Grant which will allow for the purchase of e-readers to educate citizens on how to maximize the use of their smart devices, kindles, etc. This is a \$12,000 grant from the State.

The second grant reported on was the Cooperative Grant. This grant allowed for the purchase of video and audio equipment, video editing software, and instructional time that will be available 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> grader. With L.I.S.D being a STEM (Science, Technology, Engineering and Mathematics) district, this initiative will allow middle school students the opportunity to get an early glimpse at the AV program offered at LHS. This initiative will begin in January 2015.

There was further questions/discussion.

#### **VIII. Set Date and Agenda of Next Meeting**

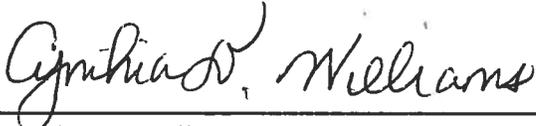
- **Next Meeting: January 15, 2015 at 6:30pm**

- **First Quarter Stats**
- **Election of Officers**
- **Geek the Library (Subcommittee Update)**
- **Grant Update**

**IX. Adjournment**

Mr. Banks made a motion seconded by Ms. McCowan to adjourn. All present approved and the meeting adjourned at 7:34pm.

**ATTEST:**



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**Cynthia D. Williams, Administrative Secretary**

**APPROVED:**



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**Marcus Slaughter, Chair**  
**Lancaster Veterans Memorial Library Advisory Board**