



City of Lancaster
LANCASTER VETERANS MEMORIAL LIBRARY



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MEETING

LANCASTER VETERANS MEMORIAL LIBRARY (LVML) ADVISORY BOARD

Thursday, November 15, 2012, 6:30pm

MINUTES

The Members of the Lancaster Veterans Memorial Library (LVML) Advisory Board met Thursday, November 15, 2012 at 6:30pm at the Veterans Memorial Library (Board Room), 1600 Veterans Memorial Parkway, Lancaster, TX 75134.

Lancaster Veterans Memorial Library Advisory Board Members Present: Kathy Gaither, Bettie Jones, Valencia Stimage, Laurie Telfair, Doniele Wilson, and LaToya Browning **Absent:** Sarah Barber, and Nakesha Reddick

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

I. Call to Order

Library Services Director Sean Johnson called the meeting to order at 6:34 p.m.

II. Election of LVML Advisory Board Officers

Ms. Telfair made a motion seconded by Ms. Gaither to nominate Ms. Reddick as Board President/Chair. Ms. Wilson made a motion seconded by Ms. Stimage to nominate Ms. Wilson as Board President/Chair. Ms. Telfair made a motion seconded by Ms. Gaither to withdraw her nomination of Ms. Reddick as Board President/Chair. The motion of Ms. Wilson as Board President/Chair carried unanimously. Ms. Doniele Wilson will serve as the Board President/Chair.

Ms. Gaither made a motion to nominate Ms. Telfair as Board Vice President/Chair. Ms. Telfair declined the nomination. Ms. Wilson made a motion seconded by Ms. Telfair to nominate Ms. Stimage as Board Vice President/Chair. Ms. Telfair made a motion seconded by Ms. Jones to cease the nominations for Board Vice President/Chair. The motion of Ms. Stimage as Board Vice President/Chair carried unanimously. Ms. Valencia Stimage will serve as the Board Vice President/Chair.

III. Consider Approval Minutes (August 16, 2012)

Ms. Gaither had one correction. She attended the August 16, 2012 LVML Advisory Board Meeting. Ms. Stimage had one correction. Her name was misspelled. Ms. Gaither made a motion seconded by Ms. Telfair to approve the August 16, 2012 minutes as corrected. The motion carried unanimously.

IV. Policies and Procedures for Lancaster Boards, Commissions, and Committees - Discussion

Mr. Johnson reported that Staff attached in the packets for this meeting the Ordinance for the Policies and Procedures for Boards, Commissions, and Committees. All of the Boards and commissions in the City of Lancaster have the same criteria as to how it relates to how we function in the City. The only exception is the 4A and 4B Boards which state that we have to have Bylaws for those respective boards attached to the language.

Staff will allow all the Board Members a chance to review the Ordinance and contact Mr. Johnson or Ms. Wilson if they wish to discuss them further or have the Agenda Item placed on the next meeting Agenda.

V. Public Library Advisory Board Handbook - Discussion

Mr. Johnson reported that Staff provided the Board with a copy of the Public Library Advisory Board Handbook – 2012. Staff will allow all the Board Members a chance to review the Handbook.

There was further questions/discussion.

VI. BTOP Grant Update

Mr. Johnson gave a history of the BTOP Grant. The City applied for the Broadband Technology (BTOP) Grant initially in 2009 and had to resubmit in early 2010. We received the Grant. It is a \$260,000 matching Grant. We are required to expend of the funds by July 31, 2013. We met the 75% expenditure requirement this past July, and we are on target. The Grant provides services to include technology services to seniors, those who are unemployed or underemployed, and youth. With that, we have a Career Job Center in the Library as well as the Language Lab. At the Senior Life Center, we have a Computer Lab. Library Staff teaches beginning classes in the Computer Lab. These programs meet BTOP requirements. Mr. McCulley has some great ideas and Staff has some collective ideas of how we can push forward with more programming and meet BTOP requirements.

There was further questions/discussion.

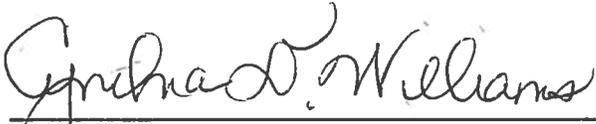
VII. Set Agenda for Next Meeting

- Upcoming Library Events
- Grand Reopening Update
- BTOP Grant Update
- January 17, 2013 – Next Meeting

VIII. Adjournment

Ms. Telfair made a motion seconded by Ms. Gaither to adjourn. All present approved and the meeting adjourned at 7:13 p.m.

ATTEST:



Cynthia D. Williams, Administrative Secretary

APPROVED:



Doniele Wilson, President
Lancaster Veterans Memorial Library (LVML) Advisory Board