

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
January 14, 2016**

In attendance: Karen Hill, Woody Woodard, Susan Nelson, Rita Weber, Martha Schaefer, Ann Meyer and Kelly Skovbjerg. Absent: Carol Green, Ashlee Pfeiffer and Sandy Johnston.

Guests

None.

Reading of November 12, 2015 Minutes

The minutes of the November 12, 2015 meeting were read. Susan Nelson moved to approve and Martha Schaefer seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

Kelly Skovbjerg presented the December 2015 Director's Report (attached) which highlights activities and accomplishments by department written by library staff in charge of those departments. The report also includes photos of events and a calendar for January activities at the library. Highlights from December include posting a part-time library aide position due to Sheila Hubertus leaving for an internship at the Holocaust Museum Library in Washington, D.C. The library was closed on January 8 for our second full day of staff training. We have also added a Text-a-Librarian link to our digital app, PhDigital. The amphitheater should be complete in January and grand opening activities are tentatively planned for April. All the parking lot LED lights are being replaced with updated Green Star fixtures. We also plan to launch a *1000 Books Before Kindergarten* campaign and a monthly family program for Spanish speakers.

Committee Reports

None. BISD April art display request will come up before the board next month.

Old Business

2013-2016 Strategic Plan overview and planning for FY2017-2020 (Turning Outward)

Planning for FY2017-2020: Kelly asked the board to brainstorm ideas for gathering input for the new plan and at the same time engaging the community and creating awareness of the library and its resources. Many ideas were shared and are greatly appreciated. These ideas will be compiled and shared at next month's meeting along with an action plan for completing the strategic plan.

Open Carry

Kelly Skovbjerg presented this plan to the board. The city attorney requested that the library have a plan in place to respond to the new legislation which became effective on January 1,

2016. Karen Hill made a motion to approve the plan with the corrections and Rita Weber seconded. Motion carried.

New Business

Computer Use and Wireless Internet Access Policy

Rita Weber made a motion to approve the policy with the corrections and Ann Meyer seconded. Motion carried.

Governance Policy

Susan Nelson made a motion to approve the policy with the corrections and Ann Meyer seconded. Motion carried.

Use of Facilities-For-Profit Policy

Susan Nelson made a motion to approve the policy with the changes discussed. Ann Meyer seconded. Motion carried.

Emergency Response Procedures

Ann Meyer made a motion to approve the procedures with the changes discussed. Rita Weber seconded. Motion carried.

Other Business

None.

The next meeting will be February 11, 2016. Martha Schaefer will not be able to attend.

Susan Nelson made a motion to adjourn the meeting at 8:00 p.m. Ann Meyer seconded. Motion carried.

Respectfully submitted on January 26, 2016.

Kelly Skovbjerg