

**Library Board
Library Meeting Room
3815 Sachse Road, Building C
Regular Meeting Minutes
Monday, January 13, 2014, 7:00 p.m.**

Present Board Members: Robert Rodgers, Dia Rhoden, Mary Saathoff, Dixie Scogin, Patrece King, Terry Bennett and Billy Ketner

Absent Board Members:

Library Manager: Mignon Morse

Member of the Public: Library Liaison Jeff Bickerstaff

1. Invocation

Robert Rodgers.

2. Call to Order:

Robert Rodgers called the meeting to order at 7:00 p.m.

3. Consider Election of Officers:

- Nomination for Chair: Billy Ketner nominated Robert Rodgers as Chair. Patrece King seconded. The motion carried unanimously. Robert Rodgers is the 2014 Chair for the Sachse Library Board.
- Nomination for Vice Chair: Dixie Scogin nominated Patrece King as Vice Chair. Billy Ketner seconded. The motion carried unanimously. Patrece King is the 2014 Vice Chair for the Sachse Library Board.
- Nomination for Secretary: Mary Saathoff nominated Dia Rhoden as Secretary. Robert Rodgers seconded. The motion carried unanimously. Dia Rhoden is the 2014 Secretary for the Sachse Library Board.

Dia Rhoden complimented the 2013 Chair, Robert Rodgers and 2013 Vice Chair, Patrece King on a job well done. Mary Saathoff complimented the 2013, Secretary, Dia Rhoden on a job well done.

4. Consider approval of the minutes from the November 11, 2013 meeting:

Robert Rodgers motioned to approve the minutes. The motion was seconded by Dia Rhoden and the minutes were unanimously approved.

5. Discuss, consider, and make recommendation to the City Council to amend the Library Collection Development Policy:

- Page 2 - Mary Saathoff motioned to revise "Community we Serve" to "*Community We Serve*" by changing the lower case "w" to a capitalized "W". Terry Bennett seconded. The motion carried unanimously.

- Page 9 - Item A of Reconsideration of Materials:
Dixie Scogin motioned to remove "Because in a diverse society tastes and opinions differ, some materials the library acquires may be offensive to some patrons" and begin the statement with, "In a democracy which incorporates the rights to free press and speech into its basic system of law, the minority does not have the prerogative to curtail the free access to published materials." Mary Saathoff seconded. The motion carried.
- Page 9 - Dixie Scogin motioned to remove the words/sentences, "If, however" and "to material held by the library" and "he/she" and "Citizen's". Begin the sentence by capitalizing the letter "a" before the words "patron objects". The revised sentence is as follows; "*A patron may submit a Request for Reconsideration of Materials. In no instance will material be removed on demand. All considerations of requests to remove materials will be reviewed using this selection policy as a guideline.*" Mary Saathoff seconded. The motion carried.
- Page 9 - Item B of Reconsideration of Materials. Mary Saathoff motioned to replace "his/her" with "a" and replace "the patron" with "a patron". The revised sentence is as follows; "*In order to have a request considered, a patron must.*" Dia Rhoden seconded. The motion carried unanimously.
- Page 9 - Item C of Reconsideration of Materials. Mary Saathoff motioned to replace the word "complaints" with "requests". The revised sentence is as follows; "*Anonymous requests will not be considered.*" Terry Bennett seconded. The motion carried unanimously.
- Page 9 - Item D of Reconsideration of Materials. Mary Saathoff motioned to replace the words "complaint" with "request". The revised sentence is as follows; "*After the completed form is received, the Library Manager will review the reasons for the request and the material in question. The Library Manager will attempt to answer the request to the patron's satisfaction. If the patron is not satisfied with the Library Manager's action, he/she may request that the materials be reviewed by a Materials Review Committee. The committee will be composed of the Library Manager and the Library Board.*" Terry Bennett seconded. The motion carried unanimously.
- Page 10 - Document Title. Mary Saathoff motioned to remove the word "Recommendation" from the title on page 10 and replace it with the word "Request". The revised title is as follows, "*Request for Reconsideration of Materials*". Terry Bennett seconded. The motion carried unanimously.
- Mary Saathoff motioned to accept the changes to the Library Collection Development Policy. Dia Rhoden seconded. The motion carried unanimously.
- Robert Rodgers recommended changes to item E on the Reconsideration of Materials on page 9.

Other discussions:

Mary Saathoff commended Library Manager, Mignon Morse, for her hard work and dedication to update the Library Collection Development Policy.

Mignon Morse has been the Library Manager for two years. During her tenure, she has never received a Reconsideration of Materials request. Ms. Morse helped the Library Board understand the importance of demographics when building a collection that reflects the service area.

If a Reconsideration of Materials form is completed, Library Manager, Mignon Morse will follow-up with the patron. If the patron is not satisfied with the Library Manager's action, he/she may request that the materials be reviewed by a Materials Review Committee.

6. Discuss Friends of the Sachse Public Library Monthly Report:

The Friends did not have a meeting in December.

7. Library Manager's Report:

Approximately 150 to 200 people attended the e-books Kick-Off Party. Councilman and Library Liaison, Jeff Bickerstaff wrote an article about the event. Library Manager, Mignon Morse also wrote her column about the e-books Kick-Off Party; which was held on December 9 at 6:30 PM.

The prices of e-books range for \$5 - \$80. The current collection consists of over 280 titles (made possible by City funds and the Friends of the Library). E-book checkout statistics will be attached to the monthly stats going forward. There were 220 e-book checkouts in December and a total of 273 for the first quarter of FY 2014. Checkouts prior to public release were primarily the e-book testers and teen library club.

Library Manager, Mignon Morse, is being very careful with how she spends the funds for e-books. Patrons can submit wish list requests through the 3M e-book site. Dixie Scogin asked questions regarding e-book prices and publisher. Mignon said she would send articles on the topic to help clarify e-book pricing.

Although the Library was closed for two days during the ice storm, there was an 18% increase in circulation for the first quarter fiscal year. Terry Bennett asked about the low circulation of music CDs. Music CDs were weeded last summer due to low circulation with the exception of a few popular children's CDs.

Upcoming Events:

January 14 - Pirate Party

January 16 - First School (Garland and Sachse) Luncheon

January 22 - Board Appreciation Dinner (RSVP by January 20)

7. Adjournment:

A motion was made by Mary Saathoff to adjourn. Robert Rodgers seconded. The motion carried unanimously and the Library Board meeting was adjourned at 8:39 PM.

ATTEST: SECRETARY

APPROVED: CHAIRMAN