

**Sachse Library Board  
Meeting Minutes  
Monday, June 14, 2010**

**Parks and Recreation Office  
3707 Sachse Road**

**Present**

**Board Members:** Amos Pettis, Robbie Huddleston, Michele Carter and Janet Doleh

**Not present:** Robert Rodgers and Patrece King

**Director of Library**

**Services:** Dolores Greenwald

**Council Liaison:** Cullen King not present

**Item 1 Call to order:** Amos Pettis called the meeting to order at 7:07 p.m.

**Item 2 Consider approvals of Minutes:** May minutes reviewed and accepted as written. Michele Carter made formal motion to accept and Robbie Huddleston seconded. All members present were in agreement and the motion passed unanimously.

**Item 3 Director's Report:** The Library Board currently has an opening and no perspective applicants. The Sachse Library FaceBook page has increased in "friends" and is updated with Summer Reading Program pictures. Amos Pettis suggested posting the 'Social Networking Policy' on the FaceBook page. Trends in circulation show current year up from last year's posted numbers; while current month last year, circulation is slightly down, possibly due to construction constraints. The Library Director, Dolores Greenwald, received congratulatory letter from Texas Congressman Sam Johnson on her fourth Achievement in Excellence Award, received from the Texas Municipal Library Directors Association. Dolores submitted proposal for a Texas State Library and Archives Grant and was recommended for funding, being in the top ten to receive. The Sachse Economic Development Corporation (EDC) President and Library Director met to discuss Library's business resources. It was suggested that EDC sponsor City Survey and include the Library.

**Item 4 Survey Committee Report:** Robbie Huddleston and Janet Doleh came up with a three-part Section Survey questionnaire. Section 1 is demographics, Section 2 Library Satisfaction and Section 3 Library Improvements for Citizens. The two-person committee requested clarification from Dolores Greenwald and what she hopes to gain from Survey and its questions. She stated she wanted to know who did not utilize Library Services and why and what is the level of satisfaction for those that do utilize services.

**Item 5 Consider Survey Questions:** Survey questionnaire reviewed; Amos Pettis suggested adding statement of individual confidentiality disclaimer. It was also suggested that after each check box category, a blank comment line be added for further clarification of question.

Section 1: #6. Suggest adding 'no comment' line on household income.

As well as changing the specific nature of #10 on residential street or complex to a more general/generic question.

Section 2: In Satisfaction of services questions; delete 'Never Used' column and add 'Unaware'.

Section 3: The Board is to consider what could Library offer that would make citizen more likely to use Library Services.

Dolores Greenwald suggested incorporating questions regarding Library hours extended in morning and on weekends; as well as the desire for magazine and electronic media check out possibilities.

The discussion is tabled for follow up until next meeting with current suggestions to be implemented into questionnaire.

**Item 5 Citizen Input:** No non-library board member citizen present. Janet Doleh stated that she visited with a couple who thought the caboose was a museum and wanted to tour it. She informed them that it was the Small Business Library and they could visit it by appointment.

**Item 6 "Friends" Update:** The "Friends" came up with some fundraising ideas; Raffle at FallFest – in coordination with the Chamber of Commerce raffle, and a cook book with children's favorite recipes. The consignment web based book sale is going well, raising approximately \$200 a month for the Library.

**Item 7 Library Board Announcements:** The Library Board happily welcomes back Janet Doleh to meetings and wish her continued good health.

**Item 8 Adjournment:** At 8:17 p.m. Janet Doleh made a motion to adjourn the meeting and Robbie Huddleston seconded. The vote was unanimous and the meeting was adjourned.

ATTEST:

APPROVED:

---

LIBRARY BOARD SECRETARY

---

LIBRARY BOARD CHAIR