

**Moore Memorial Public Library Board of Trustees  
Minutes**

October 27, 2014

Present: Bill Johnson, Shirley Mapps, Clara Irby, Barbara Briney, Bette Rac, Bridget Buffa, Sara Moreno, Beth Ryker Steiner

Absent: Hallie Ketchum, JoAnne Hackbarth

The meeting was called to order at 4:00 p.m. Minutes from the June 23, 2014 meeting of the Library Board were approved as written.

Library Board members introduced themselves and welcomed new member Bridget Buffa to the Library Board.

Library Director Beth Ryker Steiner reported:

1. Building maintenance projects expected to be completed this year include rebuilding of the pump house (which runs the HVAC system), purchase of additional shelving and installation of humidity control into the Texas History Room for archival preservation purposes. Included in the FY 2015 budget were funds for replacement of 9 public workstations, 6 laptop computers, demonstration e-readers, adaptive technology for speech and vision, and various peripherals. Orders have already been submitted for the pump house project, the computer equipment and half of the shelving. The FY 2015 budget did not include the requested funding to replace the front doors with doors that open automatically.
2. Replacements for the two vacant Librarian positions (Children's Librarian and Local History Librarian) are in process. The selected individuals are expected to start work in November.
3. Bryan Humphrey has resigned as the Computer System Technician. Hiring actions to replace him are in progress.
4. Moore Memorial Library has been notified that it is due reimbursement of over \$19,000 for net lending of materials to Texas Libraries. The reimbursement funds are due to be received in November. The Library has requested that these funds be returned to supplement purchase of additional eBook materials.
5. The Galveston County Library System budget has essentially remained the same for Texas City.
6. The Library will be sponsoring a historical presentation by Dr. Manuel Urbina on Pancho Villa and his connection to Texas City on Thursday October 30<sup>th</sup> at 2 pm. Beth asked the Library Board members to consider attending and to invite others they thought might be interested in the program.

Sara Moreno moved, and Barbara Briney seconded, a motion to approve the Reference Policy as proposed. The Board members voted unanimously to approve this motion.

A listing of the current terms of service and contact information of the Board Members was circulated so that any changes could be recorded. Beth is still waiting for notification of the term lengths of Halle Ketchum, Clara Irby and Bridget Buffa who had just been extended or appointed by the Mayor and City Commission.

Shirley Mapps moved, and Clara Irby seconded, a motion to approve the proposed and updated Collection Development Policy. The Library Board unanimously approved the policy which will go to the City Commission later this fiscal year.

Library Board election of officers will be held at the December meeting. The Board will act as a committee to develop a slate of candidates for the positions, and will get this information to Beth before Thanksgiving so that materials will be ready for the December meeting.

Chairman Bill Johnson recapped and discussed the Texas City Reads book discussion and panel sessions from September. He urged Board members to attend Library programs and to actively promote the library and its activities in the community.

General discussion was held on the space issues of the library and the possibility of a new or remodeled building.

Discussion was held on the meeting date for the December Board meeting. Board members unanimously agreed to move the normal December meeting date to December 15<sup>th</sup> because of the Christmas holidays.

The meeting was adjourned about 5:10 pm. The next scheduled Board meeting is scheduled for Monday December 15<sup>th</sup> at 4 pm in the Library's Holland meeting room.