

# CITY OF MANSFIELD

*104 South Wisteria  
Mansfield, TX 76063  
<http://www.mansfield-tx.gov>*



## **Meeting Minutes - Final**

**Wednesday, March 11, 2009**

**6:00 PM**

**Community Room**

**Mansfield Public Library Advisory Board**

**1. CALL TO ORDER**

*Board President Suzonne Evans called the meeting to order at 6:08 p.m.*

*Members present: Ms. Evans, Sherri Chambers, Janice Knight, Jason Miller, Cindy Gray, Kelly Campbell. Judy Lee arrived at 6:22 p.m.*

*Ex-officio member present: Paula Highfill.*

*Library staff present: City Librarian Steve Standefer and Recorder Geneva Combest.*

**2. APPROVAL OF MINUTES**

*Sherri Chambers moved to approve the minutes of the January 14, 2009 meeting as recorded, seconded by Kelly Campbell. Motion passed 7 – 0.*

**3. CITIZENS COMMENTS**

*None*

**4. CITY LIBRARIAN'S REPORT**

*Changes to agenda format: All changes made to the Library Board agenda are done to make it consistent with other City Board agendas.*

*Friends of the Library: President Paula Highfill reported that preparations for the 2009 Mansfield Reads! are progressing. Ms. Highfill reminded the Board to reply early so they can be assured spots for the author visitation event. Ms. Highfill thinks there will be a lot of interest this year due to the chosen author's being local.*

*TLA Houston: Mr. Standefer noted that there won't be any Library staff attending TLA this year due to requests to hold down costs where possible. He also mentioned that the Friends of the Library had offered to send some staff to TLA. Due to the timing of the offer, no one is available to attend, but Mr. Standefer added that budgets will remain tight for some time, and suggested that help with travel be added to the Friends of the Library wish list. He thanked Ms. Highfill for the offer.*

*National Library Week and Library Workers Day – April 12-18: The Library will be honored with a proclamation at the City Council meeting on April 13, 2009. National Library Workers Day is April 14, 2009.*

*Annual report summary: Mr. Standefer went over the updated annual report, noting the changes and offering explanations about the changes in the figures.*

*Review of new operating hours: Mr. Standefer reported that the new hours have worked out well. As with any change there will be some patrons who might be surprised with them but no major complaints have been heard. He added that, even with the 10% reduction in hours, visits for the first month in effect had increased 2-3%.*

*Beginning of the FY 2010 budget process: Mr. Standefer announced that initial steps toward developing a budget for the FY 2010 has begun without any significant increase expected.*

*Master plan status update: Mr. Standefer assured the Board that all their previous work on the master plan was not in vain. He is staying in contact with library consultant David Price of Averus Corporation to ensure that, when the time comes to move forward, all will be ready.*

*Open Government training information: City Secretary Vicki Collins advised all Board members of a government regulation that requires all municipal board members to take a visual training course on the Open Meetings Act and Public Information Act. At the end of the course there is a certificate to be printed off and returned to the City Secretary. The deadline for these certificates to be returned to the City Secretary is March 31st.*

*Date and time of the next meeting: The next Board meeting will be April 8, 2009, unless advised otherwise.*

## **5. BOARD MEMBER ANNOUNCEMENTS**

*Board member Judy Lee remarked that she is having trouble adapting to the new Saturday hours.*

## **6. ADJOURNMENT**

*With no more announcements or comments President Evans adjourned the meeting at 6:45 p.m.*

**CERTIFICATION**

All meetings of the Mansfield Public Library Advisory Board and its committees are open to the public.

I certify that this agenda was posted at the main entrance and on the web site of the Mansfield Public Library by 5:00 p.m., {INSERT DATE} , in accordance with City policy.

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Steven R. Standefer, MLS  
City Librarian