

APPROVED

STATE OF TEXAS §

COUNTY OF TARRANT §

CITY OF BEDFORD §

The Library Board of the City of Bedford, Texas, met in regular session at 7:00 p.m. in the Library, 2424 Forest Ridge Drive on the 20th day of August 2014 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

**Present:**

Mishal Ali  
Margaret Carroll  
Susan Hampton  
Lori Irvin  
Scott Probasco  
Brenda Roche

**Also Present:**

Maria Redburn

**Approved Absence:**

Debby Allbach  
Jim Davisson

(The following items were considered in accordance with the official agenda posted on the 15<sup>th</sup> day of August 2014.)

**CALL TO ORDER**

Scott Probasco called the meeting to order at 7:00 p.m.

**ROLL CALL/INTRODUCTIONS**

**APPROVAL OF MINUTES**

1. Consider approval of the following Library Board minutes: June 18, 2014 regular session.

The minutes were unanimously APPROVED.

1<sup>st</sup> by Board Member Hampton

2<sup>nd</sup> by Board Member Carroll

**OLD BUSINESS**

2. Update and discussion of Geek the Library Campaign.

- The Bedford Library Foundation has purchased t-shirts that are being sold at the front desk.
- BluesFEST table has been cancelled due to the fact that many attendees do not live in Bedford.
- Next Geek event will be coordinated with the Police Department to encourage people to not text and drive.

**NEW BUSINESS**

**3. Discussion and report on Library Budget and Budget Retreat.**

A summary of the Library budget was distributed. Major changes include elimination of Legal database due to lack of usage, addition of Zinio Digital Magazines, and the creation of a Digital Content account. Supplementals that were approved by City Manager include increasing bandwidth to 50 mbps and an Early Literacy Station. Ms. Redburn expressed concerns about the aging computers since they will be four years old in November.

A discussion was held regarding the line item for Equipment Maintenance. Ms. Redburn explained that this account covers the Preventative Maintenance Full Service Agreement to maintain and repair the automated materials handling system. The software fees associated with the automated materials handling system and checkout stations are also included.

**4. Discussion and report on Acceptable Public Access Computer and Wireless Use Policy.**

The Policy was updated to allow junior high and high school students with identification to be able to use public computers without a Library card. Students whose parents have blocked Internet access will not be issued guest passes. A request was made to review the Request for Reconsideration Process at the September meeting.

Motion was made to approve the amended policy and approved unanimously.

1<sup>st</sup> by Board Member Ali

2<sup>nd</sup> by Board Member Hampton

**5. Discussion regarding the new Board and Commissions Appointment Process.**

Board members were encouraged to submit applications since terms will now run with the City's fiscal year. Applications were distributed. Ms. Redburn asked them to encourage others to apply since there are currently two open spots on the Library Advisory Board.

**6. Discussion regarding changes to the creating ordinance for the Library Advisory Board.**

The Ordinance was distributed and reviewed. Ms. Redburn explained that Council was updating ordinances to give Boards and Commission direction. Ms. Redburn explained that Library Advisory Board's approval of the Library budget had been removed at her request since no other Board or Commission had this requirement. Other changes include:

- Terms will run with the City Fiscal Year
- Chairpersons will be appointed by Council
- Boards will be required to make an annual report to Council on their activities

**REPORTS**

**7. Discussion and distribution of Library Manager's Report.**

- The Library Board Report and Statistical Report were distributed.
- Improvement in Summer Reading Club performance measure was highlighted
- Review of upcoming Library Events
- Distribution of Fall Library newsletters

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**NEXT MEETING**

8. The next meeting of the Library Advisory Board will be Wednesday, September 17, 2014.

**ADJOURMENT**

The meeting was adjourned at 8:00 p.m. by Scott Probasco.

1<sup>st</sup> by Board Member Hampton

2<sup>nd</sup> by Board Member Carroll

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**Maria Redburn, Acting as Secretary  
Bedford Public Library Advisory Board**