

Notice of Public Meeting

Pilot Point Community Library Board
City of Pilot Point, Texas
Regular Meeting

Pilot Point Community Library
324 South Washington Street
Pilot Point, Texas

Meeting to be held:
Tuesday, May 21, 2019
5:30 p.m.

Agenda

- A. Roll Call/Call to Order.
- B. Discuss, consider and possible action on minutes from April 16, 2019 regular board meeting.
- C. Discuss, consider and possible action on updates on the Bylaws of the Pilot Point Community Library Board.
- D. Discuss, consider and possible action on April Library Report.
- E. Discuss, consider and possible action on Friends of the Pilot Point Community Library update.
 1. May Book Sale Update
 2. Library Wish List
 - Update on Beautification of Library Exterior
- F. Discuss, consider and possible action on Library services, programs or events.
 1. Summer Reading Programming
- F. Adjourn.

In compliance with the Americans with Disabilities Act, the Pilot Point Community Library will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the Library Director at 940-686-5004.

CERTIFICATION: I certify that this notice was posted on the bulletin board in front of the Pilot Point Community Library on May 15, 2019 at 5 p.m. and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.



Wendy Turner, Library Director

Minutes

Library Advisory Board Meeting

Pilot Point Community Library Board
City of Pilot Point, Texas
Regular Meeting

Pilot Point Community Library
324 South Washington Street
Pilot Point, Texas

**Meeting held on:
Tuesday, April 16, 2019
5:30 p.m.**

Library Board members present were: Ken Adams, Stephanie Porter, Jan Messman, Whitney Delcourt, Clint Johnson and Library Director Wendy Turner was also present.

Agenda

- A. Roll Call/Call to Order. **Ken Adams called the meeting to order at 5:35 p.m.**
- B. Discuss, consider and possible action on minutes from March 19, 2019 regular board meeting. **Ken Adams made a motion to accept the minutes from the March board meeting. Whitney Delcourt seconded the motion. The March library board meeting minutes were approved.**
- C. Discuss, consider and possible action on March Library Report. **No Action.**
- D. Discuss, consider and possible action on Friends of the Pilot Point Community Library update.
 1. May Book Sale: **May 2-4, "Friends" will have a meeting April 30th to prepare.**
 2. Library Wish List
 - a. **Update on Beautification of Library Exterior - Artwork has been chosen. The Library's front lettering will be painted, and the south side will have the mural "Word Machine" painted on it. Work is scheduled to begin the end of April/beginning of May.**
- E. Discuss, consider and possible action on Library services, programs or events. **Wooden display is up now to recognize previous donors who gave substantial amounts to the library. It's displayed on the fireplace mantel. Plans are still in the works for the 45th Anniversary celebration.**

F. Adjourn. Ken Adams made a motion to adjourn the meeting. Whitney Delcourt seconded the motion. The library board meeting was adjourned 5:48 p.m. (Next meeting is scheduled for Tuesday, May 21, 2019 at 5:30 p.m.)

Ken Adams, Library Board Chair

Stephanie Porter, Library Board Secretary

PILOT POINT COMMUNITY LIBRARY LIBRARY REPORT

STATISTICS TOTALS

APRIL 2019

• Cards Issued to New Patrons	13
• Patron Gate Count/Visits to Library	1,242
• Library Items Borrowed	978
• Computer & Wi-Fi Sessions in the Library	136
• Staff-Assisted/Questions Answered	
○ Reference	235
○ Computers/Technology	99
• Programming – Total Programs –15	
○ Preschool Programs – 4	113
○ Yoga for Adults – 3	13
○ V.I.T.A. Tax Prep – 4	9
○ Outreach Programs	
▪ Countryside Nursing Home - 2	
• M&M	20
• Book Club	13
▪ Boots & Bows Preschool – 1	14
▪ PPISD Extended Day – 1	15
• Book-a-Librarian Appointments	6
• ILLs	3
• Volunteer Hours	33
• Educational Exams Proctored to Residents	0

FINANCIAL TOTALS

• Fines and Fees Collected	\$ 348.30
• Sitze's Fund	\$ 6,350.00
• Memorial Donations for Waletta "Billie" Jean Ellis	\$ 2,235.00

LIBRARY NEWS

- The Library and the PP Intermediate school held the 5th DIA program at the school On Tuesday, May 14th. Participants enjoyed singing by third graders, an art show in the Library, crafts and games from other countries plus participated in an interactive presentation from the Fort Worth Capoeira. Capoeira Regional is a unique art form that has many elements, including fighting and defense techniques of strikes and take-downs and moving with control and expression to a rhythm.

SUMMER PROGRAMS

Programming begins in June

- Logs for this summer's reading program, "**A Universe of Stories**" can be picked up beginning **Saturday, June 1st**. The 2019 summer reading program is for children of all ages. Their goal is to read their age in hours (ex: 9 years old=read 9 hours). The program runs through June and July. The first day completed logs can be returned is June 18th and August 3rd is the last day completed logs can be turned in to the Library. Once a child has completed their goal, they will receive a free book and a "reward bag" with prizes.
- Children who complete additional reading logs will have their name entered in a drawing for fun prizes.

Active Tuesdays – 10 a.m.

For preschoolers and caregivers.

June 4 th	Music & Movement
June 11 th	Storytime Yoga
June 18 th	Music & Movement
June 25 th	Storytime Yoga
<i>No programs during the 4th of July week</i>	
July 9 th	Music & Movement
July 16 th	Storytime Yoga
July 23 rd	Music & Movement
July 30 th	Storytime Yoga

Family Wednesdays – 10 a.m.

June 5 th	SWAt Plant People
June 12 th	Black Prairie Raptors
June 19 th	Bubble Storytime—Old City Park
June 26 th	Safety First—PP Fire & Police
July 10 th	<u>Teddy Alien (Registration Required)</u>
July 17 th	Rocket Footprint
July 24 th	ARoo4u

Teen/Tweens Thursday – 2 p.m.

For 12 years old and older

Thursday, June 20 th	Marvel Movie Trivia
Thursday, August 1 st	<u>Outer Space Escape Room</u> <u>Registration Required</u>

Family Movie Fridays – 2 p.m.

June 7 th	Lilo & Stitch
June 14 th	Lilo & Stitch 2
June 21 st	An American Tail
June 28 th	An American Tail: Fievel Goes West

July 5th Walt Disney's Hercules
July 12th The Hunchback of Notre Dame
July 19th Aladdin
July 26th Over the Hedge

August 9th Dr. Seuss: The Lorax
August 16th Chicken Run

Saturday Game Days - 9:30 a.m. to 1:30 p.m.

June 8th and 22nd
July 6th and 20th
August 3rd and 17th

Adult Programs

***Registration is Required for the following Adult programs**

*Let's Create—Watercolor Painting
Friday, June 7th at 2 p.m.

*Rainwater Harvesting
Friday, June 21st at 2 p.m.

*Stop the Bleed—PP Fire Dept.
Friday, July 19th at 2 p.m.

Weekly Adult Programs

Yarn Buddies Thursdays at 11:30 a.m.
Beginning Adult Yoga Fridays at 9 a.m.

The Pilot Point Community Library is a department of the city government.
The Pilot Point Community Library board is an advisory board.

BYLAWS OF THE PILOT POINT COMMUNITY LIBRARY BOARD

LIBRARY BOARD:

The Library Board shall consist of five members. **ADD** Candidate names will be submitted for approval to the City Council. Four of these members shall be nominated and approved by the Board. One member shall be a City Councilman appointed Council. He/she shall be liaison between the Council and the Library Board for the purpose of establishing and maintain close communication and mutual understanding between the two groups. **Delete**

Each candidate for membership on the Board must receive by ballot the approval of a majority of three members of the Board. The candidate's name shall then be submitted for approval to the City Council at the next meeting of the Council following the candidate's selection by the Library Board. **Delete**

A board member is appointed for a term of two years, a year being the calendar year from July through June with the exception of the City Councilman which is a term of one year. **Delete**

ADD Each board member is appointed for a term of two years, a year being the calendar year from July through June. Positions will alternate years so there will be at least 2 returning members each July.

If a vacancy occurs on the Board, applications will be accepted and submitted to the City Council for approval. The newly appointed board member will serve out the unexpired term of the vacant position.

it shall be filled no later than the second board meeting after the resignation of a member, the selection to be approved by the City Council. In order to fill a resigning member's unexpired term, the president shall appoint with the approval of the Board and the City Council, a qualified person to serve until the next July. **Delete**

That person may then be a candidate for a two-year term as a board member.

When a member of the Board misses three consecutive board meetings, that member will be removed automatically and his/her place filled according to the above procedure for filling a vacancy.

At the time of coming onto the Board, each member is to receive a copy of the bylaws and a copy of the *Public Library Advisory Board Handbook*, both items to be returned to the librarian when the member leaves the Board.

OFFICERS: Officers of the Board shall be as follows: President, Vice President, and Recording Secretary.

ELECTION OF OFFICERS: Officers of the Board shall be elected at the regular ~~April~~ **change to July** meeting, their term of office to begin at the July meeting **ADD until the following July when new officers will be elected.**

OFFICERS: Nominations for office shall be made from the floor.

Officers shall be elected by a majority of votes case by ballot.

Term of office is ~~two years.~~ **change to for one year.**

DUTIES OF OFFICERS: The president shall preside at all meetings, call special meetings, appoint committees, work closely with the librarian in such matters as preparation of agendas, and serve as an ex-officio member of committees.

The vice president shall perform all the duties of the president in his/her absence.

The recording secretary shall keep minutes of the meetings in a neat and permanent manner, use both the given and the surname of a person mentioned in the minutes, take the roll call and maintain the attendance record of board members, and maintain a record of the terms of service of board members. The recording secretary is responsible for having minutes of the previous meeting available in the event of absence.

COMMITTEES: The Board may establish such standing committees as it deems necessary.

LIBRARIAN: The librarian shall be an ex-officio member of the Library Board and shall attend all meetings of the board except executive sessions, unless his/her presence is required.

The librarian shall make a Library Report to the Board at board meetings.

The librarian is responsible for having the Library open to patrons at the posted hours.

MEETINGS: The library board meetings (day and time) will be set by the Library Board.

Special meetings of the Board may be called by the president upon the request of three board members for the transaction of only that business stated in the call for meeting.

QUORUM: A quorum for the transaction of business shall consist of three of the members of the Board.

PARLIMENTARY AUTHORITY: The rules contained in the most recent edition of *Robert's Rule of Order* shall govern the proceedings of meetings of the Board except in such cases as are governed by the bylaws of the Board.

AMENDMENT: These bylaws may be amended at any regular meeting by a two-thirds vote, provided the amendment has been presented at a previous meeting, or they may be amended at a special meeting called that purpose, with the previous notice and two-thirds vote. **Delete**

ADD These bylaws may be amended at any regular meeting by a two-thirds vote.

Revised completed on April 16, 2013. Revised on September 15, 2015.