

**Lewisville Library Board
Minutes
June 17, 2009**

Lewisville Library Board Present:

Karen Locke, Vice-Chairman
Erika Lowery
Toby Faber, Chairman
Christina Lancaster
Carolyn Richard

City Staff Present

Ann Wiegand, Library Manager
Annie Keller, Circulation Supervisor
Charissa Bramlett, Library Secretary

- A. Call to Order and Announce a Quorum is Present: With a quorum of the Library Board members present, Chairman Toby Faber called the regular session of the Lewisville Library Board to order at 7:02 p.m. on Wednesday, June 17, 2009, in the Lewisville Public Library Crawford Meeting Room, 1197 West Main Street, Lewisville, Texas.
- B. Approval of Library Board Minutes of the May 20, 2009, Regular Meeting: Karen Locke moved to approve the minutes from the May 20, 2009 meeting and Erika Lowery seconded the motion. All voted aye. The motion carried.
- C. Visitors/Citizens Forum: No visitors present.
- D. Library Circulation Services presentation: Circulation Supervisor Annie Keller presented an overview of Library Circulation Services to the Board. The goal of Circulation Services is to provide customer service and manage library collection circulation. Annie Keller discussed increased usage of the library since the opening of the new library facility. She reported increased library card registrations, circulation, and library visits. Annie Keller reported weekends, Mondays, and Tuesdays as the most active days of the week, and June-August as the busiest time of year. A video of Circulation Service being implemented was shown, including monitor of and assistance with SelfCheck machines and management of returned materials.
- E. Reports:
 - 1. Ann Wiegand reported Summer Reading Club registration statistics: 244 adults, over 1,100 juvenile readers, nearly 500 pre-readers, and nearly 400 teens.
 - 2. Ann Wiegand reported the FY08/09 Loan Star Libraries Grant 3rd Quarter reports have been submitted. She reported the Texas Legislature awarded the Texas State Library and Archives Commission additional funds for the FY09/10 Loan Star Libraries Grant program.

3. May 2009 Library Statistical Report was distributed.
4. Ann Wiegand reported a librarian vacancy in Youth Services.
5. Ann Wiegand reported that the June calendar of events is available in the library newsletter.
6. Ann Wiegand reported the success of Friends of the Library Used Book Sale. The Friends realized over \$3,900 in sales. Lewisville, Flower Mound, and Highland Village residents were the primary customers of the event.
7. Ann Wiegand reported the FY09/10 Budget has been submitted and \$1,900,000 was the requested total for the library. The proposed budget includes a recommendation from library staff to reduce the maximum fee amount for an overdue item from replacement cost or \$25, whichever is less, to \$10 per item. The purpose of the fee reduction is to encourage patrons to return items and pay a smaller overdue fee, rather than keeping the item and not paying fines. Karen Locke suggested the library offer amnesty days, or offer days in which patrons can donate a can of food for every dollar owed and the library will donate collected canned goods to a local charity. Ann Wiegand also reported a request for the installation of 12 security cameras in the amount \$30,221 was submitted for the FY09/10 Budget.

F. Christina Lancaster moved to adjourn the meeting. Carolyn Richard seconded the motion. All voted aye. Chairman Toby Faber declared the meeting adjourned at 7:42 p.m.

Respectfully submitted,

Approved by,

Ann Wiegand
Library Manager

Toby Faber
Chairman