

**MINUTES OF THE JONESTOWN LIBRARY BOARD REGULAR MEETING HELD
JULY 7, 2022, 7:00 P.M., JONESTOWN LIBRARY CONFERENCE ROOM**

Chair: Colleen O’Brien (Place 1) Vice Chair: Carol Heath (Place 4) Secretary: Maura Dolormente (Place 2)	Rachelle Viens-Roberts (Place 3) Wendi Strei (Place 5)	VACANT (alternate 1) VACANT (alternate 2)
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A. ITEMS OPENING MEETING:

1. Call to Order

Chair Colleen O’Brien

Chair O’Brien called the meeting to order at 7:11 p.m.

2. Roll Call

Present: Chair Colleen O’Brien, Vice-Chair Carol Heath, Secretary Maura Dolormente
Absent: Members Rachelle Viens-Roberts and Wendi Strei
Staff Present: Library Director Galen Hodges

3. Approval of the Minutes

Chair O’Brien noted last meeting was canceled due to lack of quorum.

B. GENERAL BUSINESS AND ACTION ITEMS

1. Introduction of new board members and swearing Oath of Office and Statement of Officer

New members Heath and Dolormente swore the Oath of Office and signed Statement of Board Option on Disclosure

2. Establish Chair, Vice-Chair and Secretary

O’Brien volunteered to be Chair, Heath as Vice-Chair and Dolormente as secretary with these positions approved by unanimous vote.

3. Review Library Board Guidelines

Attendees reviewed ordinances and guidelines as a group.

4. Discussion and possible actions regarding potential goals

The following goals were discussed and established with the action items noted below:

- a. Actively recruit candidates to fill vacant positions to develop an active and engaged board. O’Brien to reach out to absent members. Heath and Dolormente to reach out to potential candidates for alternate board members.
- b. Hodges to make copies of Texas State Library Archives Commission and Advisory Board Handbook for Library Board to pick up prior to next meeting. Members to review to gain better understand role of Library Board to discuss and formalize goals in next meeting.

5. Discussion and possible actions regarding policy change about eliminating late fees

After general discussion Dolormente made a motion to change verbiage on page 7, section C, Fines and Recovery of Overdue Materials in the Jonestown Community Library Policy Manual with verbiage amended by Hodges as noted below. O’Brien seconded and the motion passed unanimously.

“Library materials are purchased for use by all citizens of the City of Jonestown. The Jonestown Community Library establishes regulations for the loan of materials, including circulation periods, renewal processes, and fees for lost items. The Jonestown Community Library believes that the individual who choses to keep material past the due date, or who refuses to settle unpaid fees, compromises to some extent his or her rights to privacy. The library will attempt to recover overdue materials and will notify patrons of procedures established by Jonestown Community Library.

Patrons with overdue items may not check out additional materials until overdue items are returned and replacement cost of the item and processing fee of \$10.00 has been collected.”

6. Report from Library Staff

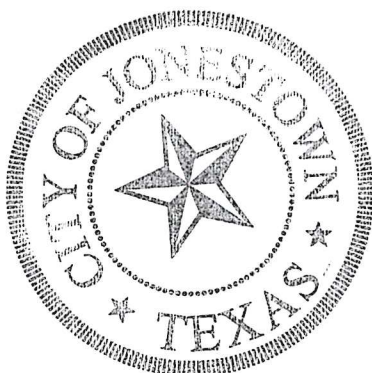
- a. Staff Needed** – 1 full-time assistant at the rate of \$17 per hour
- b. Upcoming Library Programs** – Back-to-School Backpack and Ice Cream Social; volunteers have been recruited by Cindy Jolly to help staff the event. More details forthcoming.
- c. Library Procedures** – No changes at this time
- d. Resource Needs** – Need to repair and/or replace curtains to functioning status in library conference room
- e. Friends of Library Liaison** – received \$100 donation from Fidelity.

C. ADJOURNMENT

A motion was made by Chair O’Brien and seconded by Secretary Dolormente to adjourn the meeting. The motion passed unanimously. Meeting was adjourned at 8:19 p.m.

Next meeting scheduled for October 6, 2022 at 7 p.m. in the Library Conference Room. Regularly scheduled meetings will resume in 2023 on the second Thursday of the month in the same location.

PASSED AND APPROVED AT A SPECIAL MEETING HELD ON OCTOBER 6, 2022.



Colleen Ray O'Brien

 Colleen O’Brien, Chair

ATTEST:

Rachel Austin

 Rachel Austin, Interim City Secretary