

STATE OF TEXAS  
COUNTY OF TARRANT  
CITY OF GRAPEVINE

The Library Board of the Grapevine Public Library of the City of Grapevine, Texas met in Regular Session on the 15<sup>th</sup> day of October, 2018 at 6:30PM in the Board Room, Grapevine Public Library, 1201 Municipal Way, with the following members present to-wit:

Janice Cook	Chairman
Lynda Brown	Member
Susan Peabody	Secretary
Gerald Shannon	Member
Karen Smith	Member
Debbie Venable	Member

constituting a quorum, with the following members of the City Staff:

Janis Roberson	Library Director
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Janee Trasler, Member, and Duff O'Dell, City Council Liaison, were not in attendance.

CALL TO ORDER

Janice Cook called the meeting to order at 6:33PM.

CITIZEN COMMENTS – none

MINUTES OF PREVIOUS MEETING

Motion by Debbie Venable, seconded by Lynda Brown, to approve the July 16, 2018 meeting minutes as written:

Ayes: Unanimous

Nays: None

Update on the 2018-2019 Budget

Janis reported that the new budget passed as requested.  
There was no formal action taken.

Update on the Mobile Library

Janis reported that the Mobile Library was officially ordered September 19, 2018. The target delivery date is May 1, 2019.  
There was no formal action taken.

#### Discussion on the Policies for Mobile Library

Janis reported that with the upcoming Mobile Library, there is a need to change the Library policies and procedures to remove the “extended use fees” for the Library which will in turn, assure that there would be no need for money transactions on the Mobile Library. The Mayor supports this change. Janis will present the proposal to the City Council for approval. Susan Peabody, seconded by Lynda Brown, motioned to approve the proposal to remove “extended use fees.” . The motion prevailed by the following vote

Ayes: Unanimous

Nays: None

#### Report on Donations

Janis announced that the Grapevine Lions Club donated \$1500 for Large Print books for the new Mobile Library. A lady donated to the Library \$100 which was used to purchase some special art for the Children’s Area to honor her special friend with “hearts”. There was no formal action taken.

#### Update on Personnel

Janis reported that by early November there should be a hired replacement to the Teen Librarian position. Once that person officially hires on, the next personnel action will be to hire two 19-hour staff for the Mobile Library. Janis then announced that she is officially retiring as Library Director on January 31, 2019. The library staff will be informed tomorrow morning. There will then be immediate action by the City Manager to find and hire Janis’ replacement. The Board commended and thanked Janis for her 40 years of excellent service to the Grapevine Public Library and that she will be greatly missed. There was no formal action taken.

The next quarterly board meeting is scheduled for January 21, 2019 at 6:30PM

#### ADJOURNMENT

Debbie Venable, seconded by Lynda Brown, motioned to adjourn the meeting at 7:17PM. The motion prevailed by the following vote

Ayes: Unanimous

Nays: None

PASSED AND APPROVED BY THE LIBRARY BOARD OF THE CITY OF GRAPEVINE, TEXAS  
on the 16h day of January, 2019.

APPROVED:

  
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Janice Cook  
Chair

ATTEST:

  
\_\_\_\_\_  
Susan Peabody  
Secretary