



Chad Mees, Mayor
Philip Weaver, Mayor Pro-Tempore
Vicki Cooper, Council Member
Vickie Cooper, Council Member
Jesse Luna, Council Member
Ray Uson, Council Member
Gayle Jones, Council Member

NOTICE OF MEETING OF THE
CITY OF BARTLETT, TEXAS

TEINERT LIBRARY BOARD OF TRUSTEES

6:00 PM

Wednesday, November 9th, 2022
Teinert Memorial Library
337 North Highway 95, Bartlett, TX 76511

In-person visitors are welcome and encouraged to attend.

CALL TO ORDER

Name	Present	Absent	Called to order at 6:01 pm by Thadra Vrubel
Jocqueline Atkins-Carter		X	
Matthew Fox		X	
Thadra Vrubel	X		
Jennifer Welch	X		
Susan Weaver	X		

CITIZEN COMMUNICATION

CONSENT AGENDA

The consent agenda includes non-controversial and routine items the Board may act on with a single vote. Any Board member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.

1. Approve minutes from the following meetings:
 - a. April 21, 2022
 - b. April 28, 2022
 - c. June 8, 2022
 - d. July 13, 2022
 - e. July 27, 2022
 - f. August 10, 2022
 - g. September 28, 2022
 - h. October 12, 2022

Motion: Susan Weaver makes motion to approve consent agenda item.

Second: Jennifer Neely

Vote: Motion passes 3-0

REGULAR AGENDA

1. Discuss, review, and take any necessary action related to October Statistics.

Statistics shared. No action necessary.



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2. Discuss, review, and take any necessary action related to the improvements to the library's website.

No action necessary.

Discussion: Board now has permission and ability to make a more robust and up to date website.

3. Discuss, review, and take any necessary action related to setting and approving a date for the sale of surplus DVD's.

Motion: Susan Weaver motioned we set the date for Dec 12-17, 2022, and sale for \$1/each at the library.

Second: Jennifer Neely

Vote: passes 3-0

Discussion: Consider coordinating with Linda Hebner to inquire if she has additional sale items she wishes to coordinate with the Library Board.

4. Discuss, review, and take any necessary action related to approving the new Volunteer Application Form.

Motion: Susan Weaver made motion to approve form with changes discussed

Second: Jennifer Neely

Vote: passes 3-0

Discussion: form needs new phone number added and a statement added that the hours of the library are subject to change.

5. Discuss, review, and take any necessary action related to approving the Teinert Memorial Library (TML) Board Bylaws.

Motion: Susan Weaver motioned to accept with corrected spelling errors

Second: Jennifer Neely

Vote: passes 3-0

Discussion: Will add to the agenda: needs to be remitted to City Administrator at least 96 hours prior to meeting.

6. Discuss, review, and take any necessary action related to approving general operating policies for Teinert Memorial Library (TML):
 - a. Circulation Policy
 - b. Code of Conduct
 - c. Collection Development Policy
 - d. Computer & Internet Policy
 - e. Confidentiality Policy
 - f. Copyright Compliance Policy
 - g. Library Wi-Fi Policy
 - h. Unattended Children Policy

Motion: Jennifer Neely made motion to accept general operating policies with noted changes.

Second: Susan Weaver

Vote: Passes 3-0

Discussion: will allow non-Bartlett citizens use of the library as there is minimal expenditure for such

7. Discuss, review, and take any necessary action related to setting a workshop date to create Teinert Memorial Library's overarching Vision & Mission statements, Purpose and Core values, and producing



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a long-range plan for Teinert Memorial Library.

Motion: Susan Weaver made motion to have a workshop on 12/3/2022 at 3:15, with the understanding Board Members will come to the workshop with thoughts and ideas

Second: Jennifer Neely

Vote: Passes 3-0

Discussion:

FUTURE AGENDA ITEMS

- Discuss, review, and take any necessary action related to the current supply of library cards.
- Discuss, review, and take any necessary action related to the election of officers.
- Discuss, review, and take any necessary action related to any rules regarding library communication.
 - Website / Newspaper / Facebook / Other??
- Discuss, review, and take any necessary action related to approving the Board to create a “Friends of the Library” group for local commercial partners to help financially support the library.
- Discuss, review, and take any necessary action related to approve working with Eric Lashley (PLAN Executive Director) to submit an application for the following grants:
 - The Tocker Foundation Grant due January 15, 2023
 - The Library Rescue Grant due March 2023
- Discuss, review, and take any necessary action related to the Library Archives Annual Report due April 30, 2023.
- *Special called meeting on December 3, 2022 at 3pm to approve working with PLAN to submit applications for grants mentioned.*

ADJOURN

Thadra Vrubel adjourned the meeting at 7:15 pm.

Minutes Approved:

Thadra Vrubel

Library Board Chairman

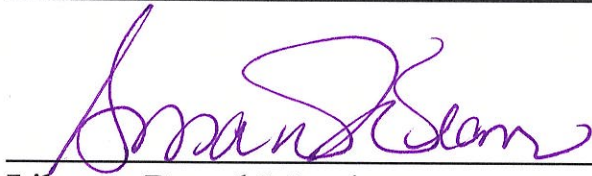
12-19-22

Date


Attest:



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Vicki Cooper, Council Member
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Library Board Member


Date