



City of Abilene Library Advisory Board Agenda

Notice is hereby given of a meeting of the Abilene Public Library Advisory Board of City of Abilene to be held on February 3rd, 2020 at 4:00 p.m. at the Abilene Public Library, 202 Cedar Street, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

AGENDA ITEMS

1. Approval of minutes of regular meeting held on November 12, 2019
2. Discussion and possible action on Bylaws of Abilene Public Library Advisory Board
 - a. Change in term limits from two consecutive (2) two year terms to two consecutive (3) three year terms.
 - b. Discussion to change number of board positions.
3. Library Director's Report
 - a. Huber Service Chain Delivery Review
 - b. Print Kiosks Procurement and Installation
 - c. State Library Annual Report
 - d. TLA Update
4. Abilene Heritage Square Update
5. Coffee and Conversation Library Update
6. Friends of the Library Update

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 29th day of January, 2020, at 8:45 a.m.

Kaitlin Richardson, Deputy City
Secretary

Library Advisory Board Bylaws
June, 2013

Article I
Name

The Library Advisory Board was established by the City Council on November 3, 1966. The Advisory Board is subject to the City Charter, the Texas Open Meeting Act and the Texas public Information Act.

Article II
Members

Section 2.1

The Library Advisory Board is composed of eleven (11) qualified voters of the City and who are appointed by the Mayor with the approval of the City council.

Section 2.2

Members serve a term of two (2) years and may be re-appointed. **Members may serve two consecutive terms, a total of four years. Following a rest period of one term they may again be appointed to serve on the board.**

Section 2.3

The chairperson will appoint one member to serve as a liaison with the Friends of the Library.

Section 2.4

The City Librarian serves as a non-voting ex-officio member of the board.

Article II
Meetings

Section 3.1

The Library Advisory Board shall meet at least quarterly. The regular meeting of the library board shall be held at a time designated by the board in the Main Library or such other place the board may determine.

Section 3.2

Special meetings may be called by the chair or at the call of any two members of the board, provided that notice thereof is given to all board members and the City Librarian. Notice of the meeting will be in compliance with the Open Meetings Act.

Section 3.3

A simple majority of the appointed members shall constitute a quorum at all meetings of the board. No action may be taken without a quorum.

Section 3.4

All questions presented for a vote of the Library Advisory Board shall be decided by a simple majority of the quorum.

Section 3.5

The mayor and city council will be apprised of any member of the board who misses three consecutive meetings without good cause. The board will recommend to the mayor and city council that a replacement be appointed for the balance of the unexpired term.

Section 3.6

Board business should be conducted according to Robert's Rules of Order.

Article IV Officers

Section 4.1

The officers of the board shall be a chairperson and a vice-chairperson. The City Librarian will serve as the permanent secretary.

Section 4.2

Officers shall be elected and take office at the first regular meeting of the calendar year after new board members have been appointed and sworn in.

Section 4.3

Vacancies in office shall be handled as follows:

- (a) In the event of resignation or incapacity of the chair, the vice-chair shall become the chair for the unexpired portion of the term.
- (b) Vacancies of officers other than the chair shall be filled for the unexpired term by special election. The term of office is one year.

Section 4.4

Duties of the officers shall be as follows:

- (a) Chair:
 - (i) Preside at all meetings.
 - (ii) Represent the library board at public functions of the City and at events such as special library events, local, state, or national advocacy activities for the library or for local, state, or national association activities.
 - (iii) Appoint standing, special, or ad hoc committees.
 - (iv) Assist City Librarian in establishing the agenda for each meeting.
 - (v) Liaison with the governing authority regarding library issues.
- (b) Vice-chair:
 - (i) Assist the chair in directing the affairs of the board and act in the chair's absence.

- (ii) Serve as chair of ad hoc or special committees or projects such as chair of an advocacy initiative.
- (c) Secretary
 - (i) Be responsible for the accuracy and posting of the agendas and minutes of the board meeting in compliance with the Open Meetings act and bring any corrections to the attention of the board at its next meeting.
 - (ii) The secretary shall sign the approved minutes and complete recordkeeping activities required by the State of Texas.

Article V Committees

Committees may be appointed for completing regular business of the board and/or special purposes by the chair and by special request from the City Librarian or the governing authority. Committees, following requests, are formed with the consent of the majority of the board. All committees will have at least one library board member serving on them. Standing committees are typically formed at the first meeting of the calendar year and reviewed for continuation annually. Ad hoc or special committees are automatically dissolved upon completion of the activity or project.

Article VI Powers and Duties of Board Members

Appointed library board members provide opinion, support, and expertise as needed, but do not have final authority. Board members shall:

- (a) Abide by applicable ordinances of the City of Abilene
- (b) Act in an advisory capacity to the City Librarian and the City Council.
- (c) Review existing policies, recommend new ones and adopt policies to govern the operation and program of the library.
- (d) Assist in strategic planning.
- (e) Provide opinion and guidance, as appropriate, for special issues to include, but not be limited to, new facilities and the expansion of existing library facilities.
- (f) Provide opinion and guidance, as appropriate, for new library services.
- (g) Assist in interpreting the policies and functions of the library to the public.
- (h) Encourage in every possible way the development and advancement of the public library at local, regional, state, and national levels.
- (i) Participate in advocacy initiatives including, but not limited to, local issues, including funding issues and requests, state advocacy activities, and federal advocacy initiatives.
- (j) Participate in a library orientation session prior to attending first board meeting.

Article VII Amendments

These bylaws may be amended by a majority vote at any regular meeting, provided all members have been notified of the proposed amendments at least ten days prior to such meeting. Such amendment would not be in effect until approved by City Council at a regularly scheduled Council Meeting.

Article VII Open Meetings Training

Prior to attending their first board meeting, each newly appointed board member shall complete the open meetings training required by the Texas Open Meetings Act and file the certificate of completion with the City Secretary.

Certificate

This is to certify that the foregoing is a true and correct copy of the Bylaws of the Library Advisory Board and that such Bylaws were duly adopted by the Library Advisory Board on May 6, 2013 and approved by the City Council on June 24, 2013.

Ricki V. Brown
Board Secretary

Weatherl & Associates

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Fax (325) 672-1060

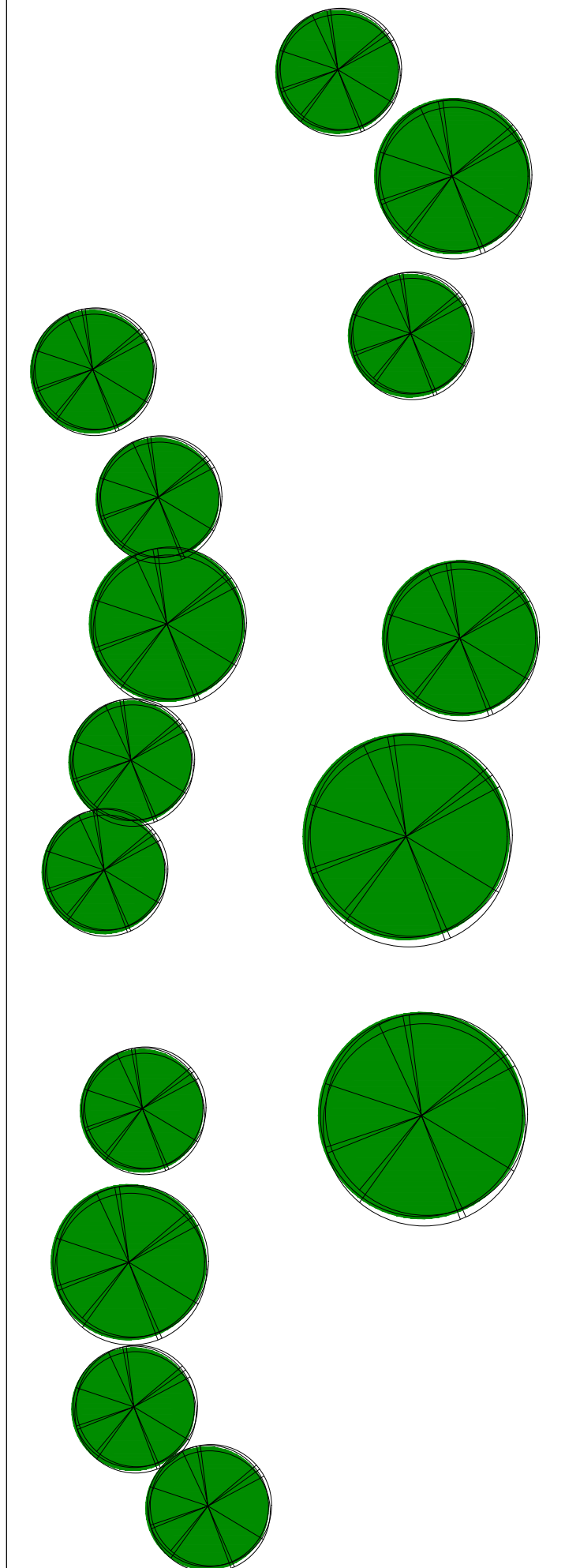
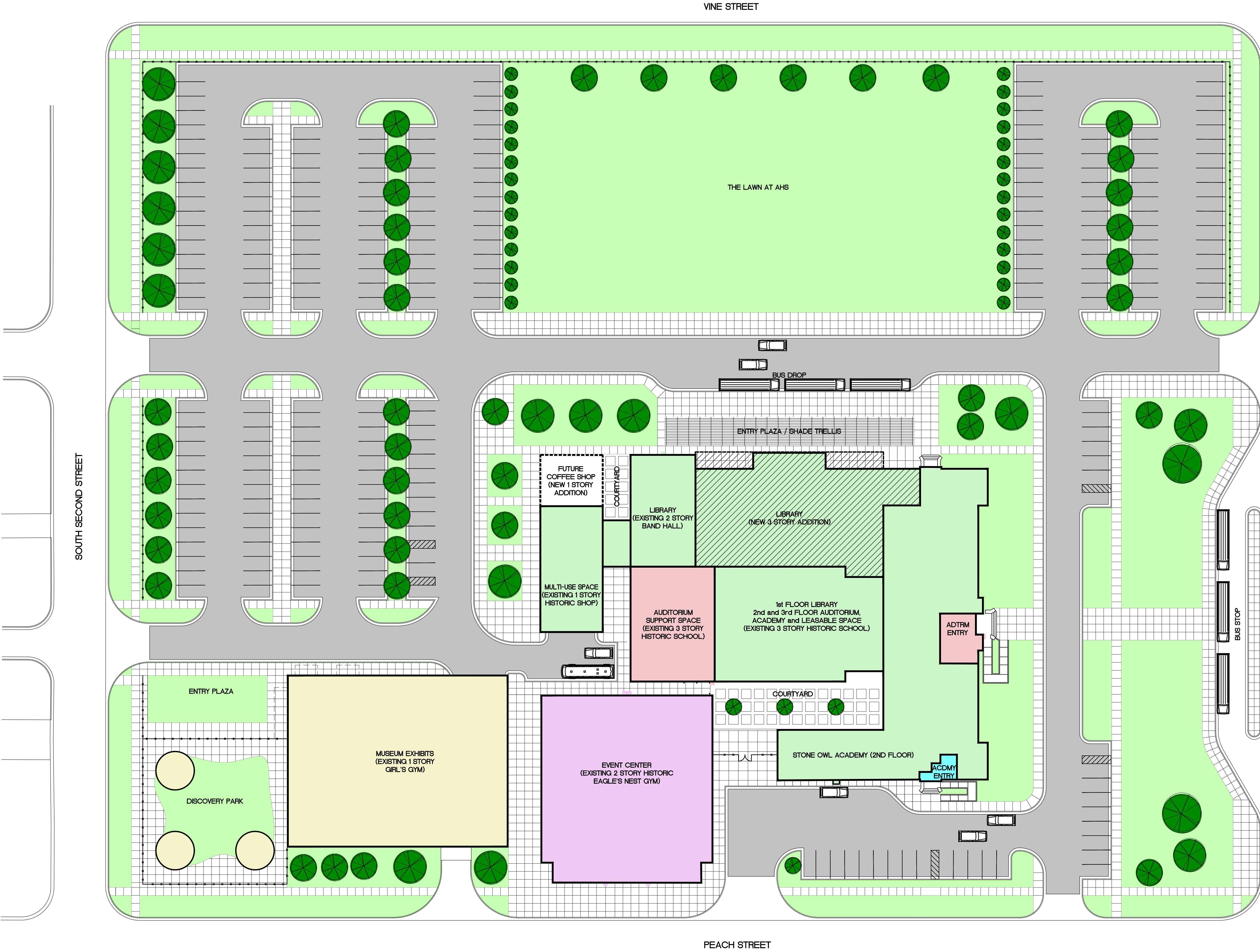


Abilene Heritage Square Concept Package November 2019

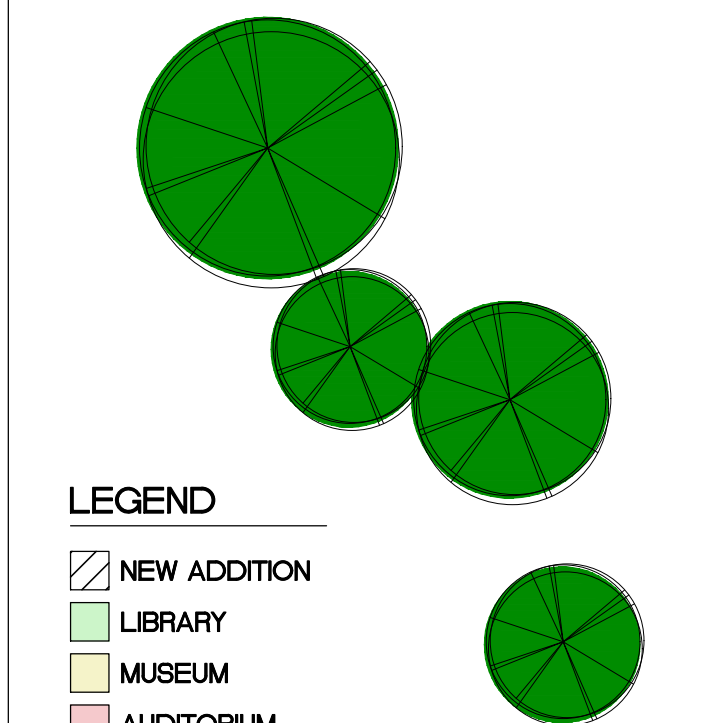
Rick Weatherl, Architect



ARCHITECTURE * INTERIORS * PLANNING * PRESERVATION



GRAPE STREET

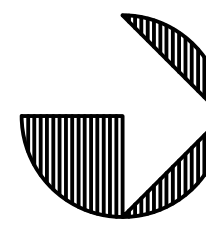


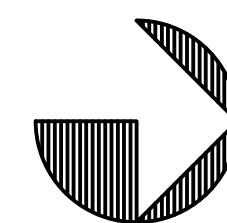
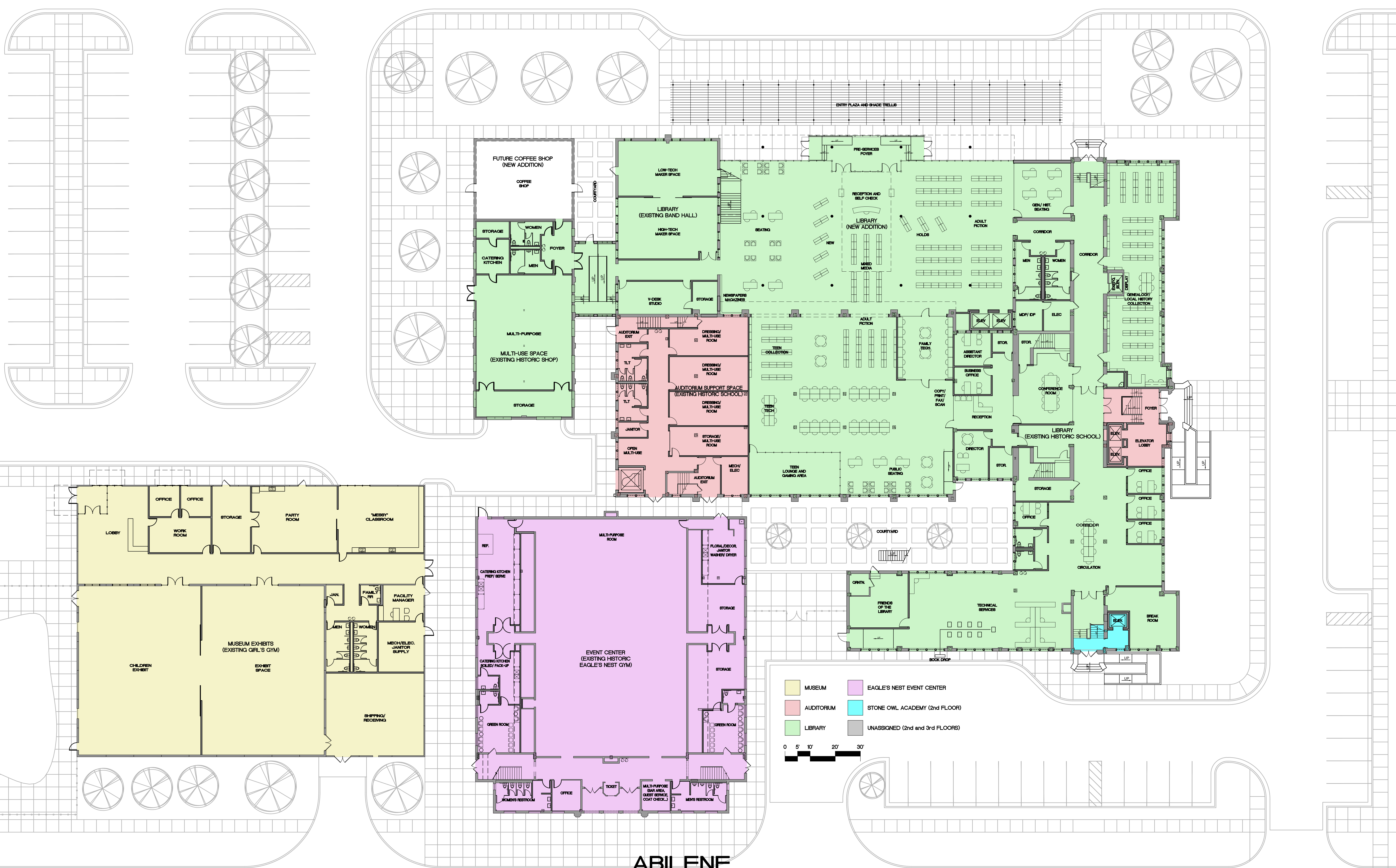
LEGEND

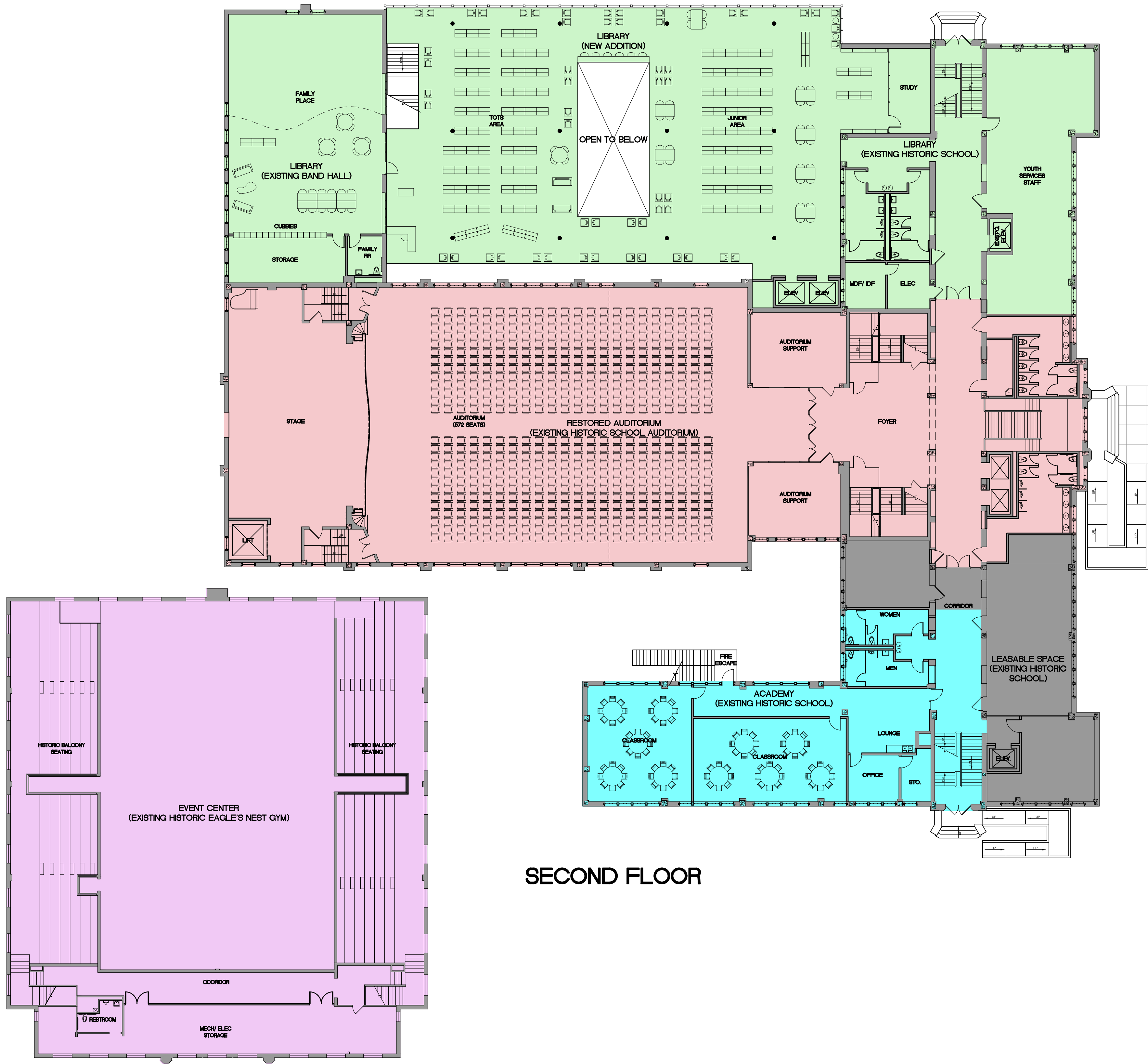
- NEW ADDITION
- LIBRARY
- MUSEUM
- AUDITORIUM
- EAGLE'S NEST EVENT CENTER
- STONE OWL ACADEMY (2ND FLOOR)
- UNASSIGNED (2nd and 3rd FLOOR)

0 10' 20' 30' 50'

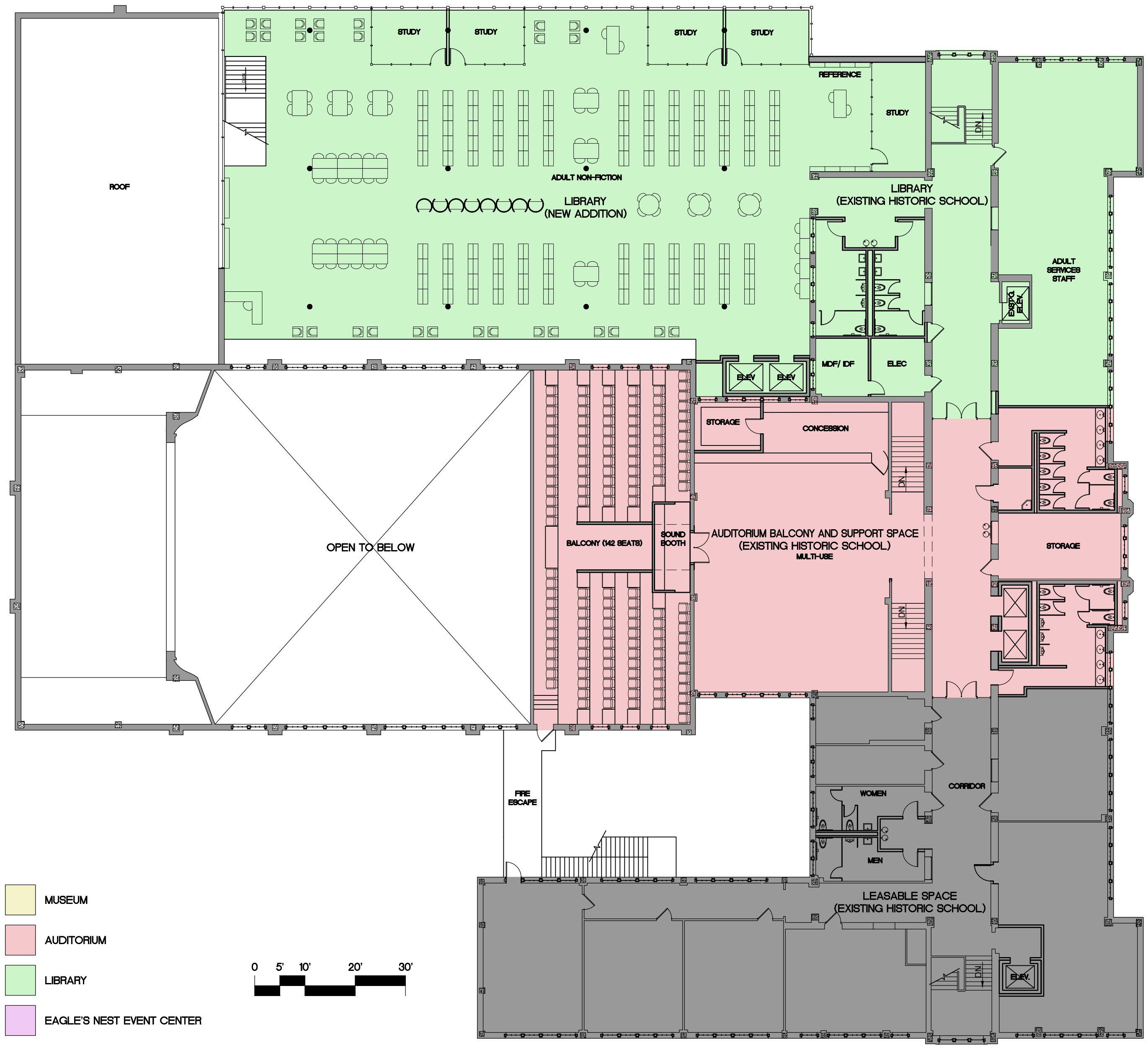
This is an Architect's rendering, details may change during subsequent revisions.
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SECOND FLOOR



THIRD FLOOR

- MUSEUM
- AUDITORIUM
- LIBRARY
- EAGLE'S NEST EVENT CENTER
- STONE OWL ACADEMY
- UNASSIGNED

