

## **Minutes of the Library Advisory Board Meeting, Monday, August 26, 2019**

The meeting was called to order at 5:30 p.m. by Chairman Bonnye Warwick. A quorum being present, it was decided that the meeting should proceed.

Present were: Chairman Bonnye Warwick, Board Members Michael Bankson and Bridget Long, and Library Director Pat O'Hanlon.

The agenda for the meeting was approved; motion to approve made by Mike Bankson and seconded by Bridget Long. The minutes of the July 2019 regular meeting were approved as read, motion to approve made by Bridget Long and seconded by Mike Bankson. The affirmative votes on both motions were unanimous.

### COMMENTS FROM THE PUBLIC:

- None.

### REPORTS:

- Board members: None.
- Library Foundation: The current value shown on the July 26, 2019 statement is \$20,647.89.
- Friends of the Library: No report at this time.
- Director's report: We still need one Board member. We have an application from Angie Torres, and will submit it to the City Commission at the next meeting.

### OLD/UNFINISHED BUSINESS:

- Discussion/Action: Refresher course on Roberts Rules: The excerpt from "Roberts Rules of Order Cheat Sheet" found at will be part of our welcome Packet for new members.
- We have found that the title "Job Description for Library Board Members" would require City Commission action and would need to be added as an ordinance. One suggested alternate title was "Code of Conduct". Pat was asked to check whether that title would be acceptable, and to work on the body of the Welcome Packet for the next meeting.

### NEW BUSINESS:

- None

There being no further business to come before the Board, the motion to adjourn was made by Bridget Long and seconded by Mike Bankson. The motion was unanimously approved. The meeting was adjourned at 5:47 p.m. The Board's next regular meeting is scheduled for Monday, September 30, 2019.

Respectfully submitted,

Bonnye Warwick, Chairman  
Pat O'Hanlon, Library Director