

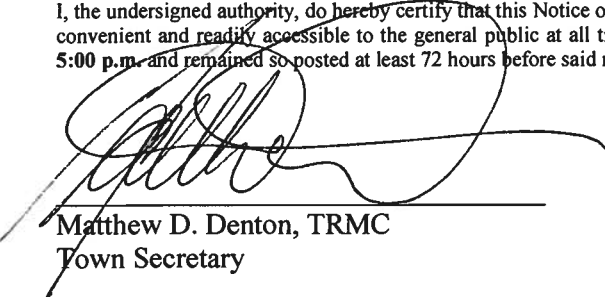


**AGENDA**  
**Regular Meeting of the Library Board**  
Reynolds Middle School – Community Library  
300 Eagle Lane, Prosper, Texas  
Tuesday, February 16, 2010 at 6:00 p.m.

1. Call to Order / Roll Call.
2. Citizens Comments
3. Consider and act upon the minutes from the January 19, 2010 Board Meeting.
4. Review January 2010 budget and monthly report.
5. Discuss future operational plans and issues for the Community Library related to the opening of Reynolds Middle School in August 2010.
6. Discuss short and long term planning strategies for the Prosper Community Library.
7. Receive a report from the Town of Prosper Board representative.
8. Receive a report from the PISD representative.
9. Receive a report from the Town Librarian.
10. Possibly direct Staff to schedule topic(s) for discussion at a future meeting.
11. Adjourn.

**CERTIFICATION**

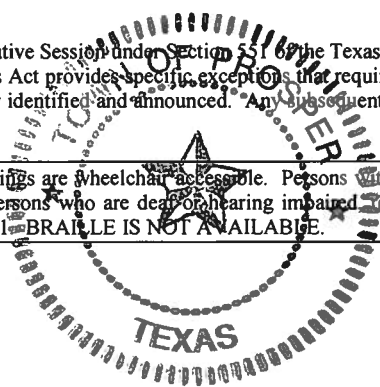
I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the inside window at the Town Hall of the Town of Prosper, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted by the following date and time: **Friday, November 13, 2009 at 5:00 p.m.** and remained so posted at least 72 hours before said meeting was convened.

  
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Matthew D. Denton, TRMC  
Town Secretary

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Date Noticed Removed

In addition to any specifically identified Executive Sessions, Council may convene into Executive Session under Section 551.007 of the Texas Government Code at any point during the open meeting to discuss any item posted on this agenda. The Open Meetings Act provides specific exceptions that require that a meeting be open. Should Council elect to convene into Executive Session, those exceptions will be specifically identified and announced. Any subsequent action, as a result of this Executive Session, will be taken and recorded in open session.

**NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:** The Prosper Town Council Meetings are wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as Interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the Town Secretary's Office at (972) 346-2640 or by FAX (972) 347-2111. BRAILLE IS NOT AVAILABLE.





**MINUTES**  
**Regular Meeting of the Library Board**  
Reynolds Middle School – Community Library  
300 Eagle Lane, Prosper, Texas  
Tuesday, January 19, 2010 at 6:00 p.m.

**1. Call to Order / Roll Call.**

Present – Mike Land, Town Manager  
Stacy Cameron, PISD Librarian  
Roger Flood, Friends of the Community Library  
Linda Shaw, Community Librarian  
Jerald Killion, President  
Craig Moody, Vice President

Meeting Called to order at 6:00 p.m. by Jerald Killion

- 2. Citizens Comments – Roger Flood spoke regarding Library events.**
- 3. Consider and act upon the minutes from the December 15, 2009 Board Meeting.** Motion to accept the minutes by Jerald Killion, second by Craig Moody – Minutes approved 4-0.
- 4. Review December 2009 Budget and Monthly report.**
- 5. Discuss future operational plans and issues for the Community Library related to the opening of Reynolds Middle School in August 2010.** According to Mrs. Cameron construction/remodeling within Reynolds should begin within the next few weeks. The existing conference room wall will be removed thus eliminating this space as future meeting space for library and community patrons. Other options are being explored including potential classroom space, office space or minor modifications near the entry foyer to the Library. It was confirmed that Library patrons will be required to check in through the front school office during the daytime hours while school is in session. Logistics regarding the remodeling were discussed including the PISD providing boxes for the removal/storage of books from the shelves in advance of the new carpeting being installed. The shelves will be moved by PISD staff.
- 6. Discuss short and long term planning strategies for the Prosper Community Library.** Potential space consideration is being discussed including the possible remodeling of the “Old School” building located on Main St. behind Town Hall, exploring the potential of hiring a facilities planner for use in grant applications, and conducting a community needs assessment for the Library.
- 7. Receive a report from the Town of Prosper Board representative.**
- 8. Receive a report from the PISD representative.**
- 9. Receive a report from the Town Librarian.** The Board received a report from Linda Shaw, Community Librarian on the operations of the Library and an update on future plans and programs.
- 10. Possibly direct Staff to schedule topic(s) for discussion at a future meeting.**
- 11. Adjourn.**

Upon a motion by Craig Moody and second by Stacy Cameron the Board adjourned the meeting at 7:15 p.m.

# LIBRARY DEPARTMENT JANUARY 2010 REPORT

GENERAL FUND  
LIBRARY DEPARTMENT

Account	Current Year Adopted	Current Month Actual	Current YTD Actual	Current Remaining Budget
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**Revenues**

*Grants, Donations, Fees, Fines*

10-4910-45-00 Other Revenue			- 873.53	873.53
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<b>Revenues Total</b>			<b>-873.53</b>	<b>873.53</b>
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**Appropriations**

*Personnel*

10-5110-45-00 Salaries & Wages	9750	856.25	3,141.91	6,608.09
10-5145-45-00 Social Security Expense	605	53.09	194.81	410.19
10-5150-45-00 Medicare Expense	142	12.41	45.56	96.44
10-5155-45-00 SUTA Expense		4.28	15.71	- 15.71
10-5175-45-00 Liability (TML)/Workers' Comp	300	7.67	15.34	284.66
10-5191-45-00 Hiring Cost			80.00	- 80.00
<i>Personnel Subtotal</i>	<i>10,797.00</i>	<i>933.70</i>	<i>3,493.33</i>	<i>7,303.67</i>

*Materials & Supplies*

10-5210-45-00 Supplies	1500	360.02	682.86	817.14
10-5212-45-00 Building Supplies	1500		40.93	1,459.07
<i>Materials &amp; Supplies Subtotal</i>	<i>3,000.00</i>	<i>360.02</i>	<i>723.79</i>	<i>2,276.21</i>

*Contract/Professional Services*

10-5190-45-00 Contract Labor	33000	6,650.92	15,668.68	17,331.32
10-5280-45-00 Printing and Reproduction			99.00	- 99.00
10-5525-45-00 Electricity	10900	908.33	3,633.32	7,266.68
<i>Contract/Professional Services Subtotal</i>	<i>43,900.00</i>	<i>7,559.25</i>	<i>19,401.00</i>	<i>24,499.00</i>

<b>Appropriations Total</b>	<b>57,697.00</b>	<b>8,852.97</b>	<b>23,618.12</b>	<b>34,078.88</b>
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