

**SPECIAL CITY COUNCIL MEETING**  
**January 29, 2008 8:30 a.m.**

**CITY COUNCIL OF THE CITY OF ABILENE, TEXAS**

The City Council of the City of Abilene, Texas, met in the Council Chambers of City Hall, 555 Walnut Street for a Special Meeting on January 29, 2008, at 8:30 a.m. Mayor Archibald was present and presiding with Councilmen Anthony Williams, Sam Chase, Joe Spano, Stormy Higgins and Councilwomen Laura Moore and Celia Davis. Also present were City Manager Larry Gilley, City Attorney Dan Santee, City Secretary Danette Dunlap, and various members of the City staff.

1. Mayor Archibald called the meeting to order.
2. Mayor Archibald led the Pledge of Allegiance to the Flag of the United States of America.

Mayor Archibald turned the meeting over to City Manager Larry Gilley, who briefed the council on the agreement between the Friends of the Abilene Public Library and the City of Abilene. This agreement brings us one step closer toward the goal of establishing a North Side Library Branch and staffs recommends approval by council.

The Council stated that this is a great opportunity to partner with the Friends of the Library and they recognized the leadership and work that Councilwoman Laura Moore has put into this project.

Letter of agreement between the Friends of the Abilene Public Library and the City of Abilene was reviewed. The letter of agreement serves as the basis for the establishment of a North Branch Library. The goal of the Friends of the Abilene Public Library (Friends) and the City of Abilene (City) is to meet an existing need for library services on the north side of Abilene.

*Friends agree to:*

1. Fund the building rental for years one and two for a facility ranging in approximate size from 6,000 to 10,000 square feet and at a total cost not to exceed \$115,000.
2. Provide funds to acquire furniture and equipment and initial materials, in conjunction with City staff, at a total cost that is in the discretion of the Friends, but no less than \$594,020.
3. Provide the necessary funding within ten days of receiving written demand from the City.
4. Determine after the first two years of operation the viability of the continuation of the operation of the North Branch Library and make a recommendation to the Library Board and City council in support thereof.

*The City agrees to:*

1. Budget operational expenses for years one and two, according to need.
2. Assume all branch expenses after year two.
3. Provide adequate staff to operate the North Branch Library.
4. Solicit bids through the RFP process for a lease and enter into negotiations by June 2008.
5. Submit timely invoices to the Friends during the first two years of operation.
6. Submit quarterly performance reports to the Library Board for review.

7. Retain ultimate authority in making a decision as to the viability of continued operation of the North Branch Library.

In order to track the success of this goal, the viability of the program can be monitored through circulation, door count, computer usage, and response to programming. By utilizing comparable data from Abilene Public Library system, a minimal operational target can be established for the North Branch library:

	Year 1	Year 2
Visitors	29,705	32,963
Collection size	46,537	58,100

The term of this letter of agreement shall be effective from \_1/29/2008\_ to \_12/30/2010\_. The terms of this agreement may be modified with the mutual consent of both parties. Any modifications may be authorized by designated representatives of both parties without the need for formal action. The Friends and the City are mutually aware that participation under this Letter of Agreement is voluntary and may be terminated at any time by either party. Written notice of termination must be provided 30 days in advance, by mail or hand delivery, to the following addresses.

Friends of the Abilene Public Library

City of Abilene  
Director of Community Services  
PO Box 60  
Abilene Texas 79604

Councilwoman Moore made the motion to approve the agreement between the Friends of the Abilene Public Library and the City of Abilene. Councilman Higgins seconded the motion, and the motion carried.

AYES: Councilmen Chase, Higgins, Spano, Williams, Councilwomen Moore and Davis, and Mayor Archibald.

NAYS: None

There being no further business, the meeting was adjourned at 8:45 a.m.

---

Danette Dunlap  
City Secretary

---

Norm Archibald  
Mayor