MINUTES OF THE LIBRARY BOARD
October 17, 2018

Board Members Present:

Rosario Klier, Chairperson
Angela Lewallen
Jennifer Linde, Vice-Chairperson
Jean Ferguson

Board Members Absent:

Cheryl Moore
Gail Robison
Kathaleen Rodriguez

City Staff Present:

Carolyn Booker, Director of Library Services

Call to Order and Announce a Quorum is Present

The scheduled session of the Library Board was called to order by Rosario Klier at 7:05 p.m. on Wednesday, October 17, 2018, in the Small Conference Room at the Lewisville Public Library located at 1197 W. Main Street, Lewisville, TX 75067. A quorum was present.

Approval of Library Board Minutes of the August 15, 2018, Regular Meeting

MOTION: Upon a motion made by Board member Angela Lewallen and seconded by Board member Jennifer Linde, the Board voted four (4) “ayes” and no (0) “nays” to approve the minutes of the Library Board August 15, 2018 regular meeting.

Visitors/Citizens Forum

There were no visitors present.
Discussion of 50th birthday celebration on September 2018

Four Library Board members attended the Library’s celebration of its 50th Anniversary, held on September 24th from 5-7:00PM. Two noted guests in attendance were Cynthia Bennett and Ann Wiegand, the two former Directors of the Lewisville Public Library. Community members were encouraged to discuss their use of the Library with Board members. Rosario received a comment about books missing in a series and she also asked why we limit patrons to 25 books per card.


The Library Director and Board are interested in updating the Library’s Strategic Design which includes a Mission Statement and Vision. The City of Lewisville is looking at an update of the Lewisville 2025 plan and would likely engage the services of a professional facilitator for that process in 2019. The City Manager is interested in investigating the Library as a focus of the community engagement. As for the application of the Action Guide, the board thought that the plan makes sense and is laid out well. They liked the emphasis on gathering input from a focus group rather than surveys and thought this would result in more valuable information. The Board thought it would be important to hold more than one meeting, which could help hit different groups in the community. People of different ethnicities, ages, and the staff should all be involved. The Board was interested in using a professional facilitator for the focus groups and wanted to be involved in designing the questions to make sure they are pertinent. Potential community groups to involve were discussed including the Youth Action Council and participants in the Neighbors Leading Neighbors initiative.

Discussion of Library Board Meeting Time

The Library Board discussed their current meeting time of 7:00 and other alternative times. The Board could always vote to move the time back to 7:00 if that works better in the future. Jean Ferguson moved to change the Library Board meeting time to 6:30. The motion was seconded by Angela Lewallen. The Board voted four (4) “ayes” and no (0) “nays” to approve the motion.
Reports: Calendar of Events; August and September 2018 Service Statistics; Hive and Digital Media Lab Use; Friends of the Library; Staffing Update

The Calendar of Events was presented.

August and September 2018 service statistics, and Hive statistics were presented. The Library also has metrics on the City’s Performance Dashboard.

The last two Friends of the Library meetings were held on 9/11/2018 and 10/9/2018. The Friends are still seeking to fill a board position. The book sale was held on September 21-23, which brought in $3300. The Friends and staff are sponsoring a Thanksgiving lunch for Library staff on November 14th.

The Library is hiring for a Youth Services Library Supervisor position, a PT Library Assistant II position for Accounts Services and Adult Services is hiring for a PT Library Tech 1 position which is new this fiscal year. It was approved to help cover the busy information desk as well as time in The Hive and Digital Media Lab.

Adjournment

MOTION: Upon a motion made by Board member Jean Ferguson and seconded by Board member Jennifer Linde, the Board voted four (4) “ayes” and no (0) “nays” to adjourn the meeting of the Library Board at 8:13 p.m. on Wednesday, October 17, 2018. The motion carried.

APPROVED:

Rosario Klier, CHAIRPERSON
LIBRARY BOARD

PREPARED BY:

Carolyn Booker,
Director of Library Services, City of Lewisville