MINUTES OF THE LIBRARY BOARD
January 15, 2020

Board Members Present:
Rosario Klier, Chairperson
Jennifer Linde, Vice-Chairperson
Jean Ferguson
Angela Lewallen
Jennifer Marvel

Board Members Absent:
Vivek Gupta
Cheryl Moore

City Staff Present:
Carolyn Booker, Director of Library Services

Call to Order and Announce a Quorum is Present
(Agenda Item 1)

The scheduled session of the Library Board was called to order by Rosario Klier at 6:32 p.m. on Wednesday, January 15, 2020, 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 September 18, 2019, Regular Meeting
(Agenda Item 2)

MOTION: Upon a motion made by Board member Angela Lewallen and seconded by Board member Jennifer Linde, the Board voted five (5) “ayes” and no (0) “nays” to approve the minutes of the Library Board November 20, 2019 regular meeting.

Visitors/Citizens Forum
(Agenda Item 3)

There were no visitors present.

Discussion of the status of the 2025 Update and Library Strategic Design
(Agenda Item 4)
Update, including a review of feedback and benchmarks

Carolyn Booker reported on the status of Feedback gathered at public events and meetings, online, and through staff meetings. Next, the board reviewed how the Lewisville Library compares against its eighteen survey cities on various benchmarks, namely, circulation per capita, collection size per capita, materials expenditure per capita, operating expenditures per capita, collection age, square footage per capita, square footage compared to comparable libraries, visits per capita, population per professional librarian, population per total staff, and the Edge Assessment on public access technology.

Library Board members were asked to complete the Library Worksheet online and encourage others to do so as well as other sections of the survey.

Discuss Lewisville 2025 Touchpoint Event, on Wednesday, January 29th

On January 29th, the City is inviting the entire community to come and help create the best possible future for Lewisville. An Open House will be available from 2:00-6:00. At 6:00 Councilman T.J. Gilmore will welcome attendees. Following will be the keynote presentation by Patrick Ibarra, after which there will be a chance for attendees to respond to his comment. Next will be a series of six “Future Choices” speakers, each of which will touch on a topic related to the Lewisville 2025 Vision and Update. The event is planned to adjourn at 8:30.

Reports: Calendar of Events; November and December 2019 Service Statistics; Hive and Digital Media Lab Use; Friends of the Library; Staffing Update.

The Library’s Spring Calendars are now available and broken up into Children’s Classes and Events, Events for Adults, Recurring Events for Adults, Happening @The Hive, and Teen Events.

November and December 2019 Service Statistics were reviewed. The Library also has metrics on the City’s Performance Dashboard.

For The Hive, machine usage was 127 in November and 138 in December with the Laser being the most popular machine and the CAMEO as the second most popular. Visits or people in the space was 824 in November and 1021 in December.
The Friends of the Library met in January to give feedback on the Lewisville 2025 and completed the What’s Next for the Library worksheet. The Friends purchased some new shelving signage and display easels which arrived at the Library today and should be installed.

The Library is currently hiring for one PT Library Technician 1 in Adult Services, and two PT Library Assistant 1 positions in Account Services at this time.

---

**Adjournment**

(Agenda Item 8)

**MOTION:** Upon a motion made by Board member Jean Ferguson and seconded by Board member Jennifer Marvel the Board voted five (5) “ayes” and no (0) “nays” to adjourn the meeting of the Library Board at 7:25 p.m. on Wednesday, January 15, 2020. The motion carried.

**APPROVED:**

Jennifer Linde, CHAIRPERSON
LIBRARY BOARD

---

**PREPARED BY:**

Carolyn Booker,  
Director of Library Services, City of Lewisville