



MINUTES OF THE LIBRARY BOARD
August 18, 2021

Board Members Present:

Jennifer Linde, Chairperson
Denise Borges
Jennifer Marvel
Vivek Gupta
Raquel Maloney
Robin Swaringen

Board Members Absent:

Marvin Jones

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 Jennifer Linde at 6:33 p.m. on Wednesday, August 18, 2021. Six Board Members and Library staff attended. A quorum was present.

Approval of Library Board Minutes of the July 21, 2021, Regular Meeting

(Agenda Item 2)

MOTION: Upon a motion made by Board member Vivek Gupta and seconded by Board member Robin Swaringen, the Board voted six (6) “ayes” and no (0) “nays” to approve the minutes of the Library Board July 21, 2021 regular meeting.

Visitors/Citizens Forum

(Agenda Item 3)

There were no visitors present.

Consider Approval of Library Card Privileges Guidelines

(Agenda Item 4)



Carolyn Booker discussed proposed changes to the Library Card Privileges Guidelines. Changes primarily involved adding two new card types, the Homebound Card and the Annexation Welcome Card. These two card types were discussed at the July 2021 Library Board Meeting. The Library also raised item limits during the pandemic and these guidelines were changed to reflect the limit of fifty items, rather than the previous twenty-five. The board discussed challenges that library patrons might face and accommodations in the guidelines for people who do not have proof of address or picture ID.

MOTION:

Robin Swaringen moved to approve the guidelines. Jennifer Marvel seconded the motion. The Board voted six (6) “ayes” and no (0) “nays” to approve the motion.

Election of Officers

(Agenda Item 5)

The Library Board Vice Chair, Angela Lewallen, ended her term of office in June of 2021. The positions of Chair and Vice Chair are to be elected annually. The Library Board Chair runs the meetings and is also appointed to serve on the 4B Board, which meets once per year as part of the budget process. The Vice Chair runs Library Board meetings in the absence of the Chair.

Vivek Gupta, Jennifer Linde, and Robin Swaringen all indicated that they were happy to serve in office.

MOTION:

Jennifer Marvel moved to elect Jennifer Linde as Chair of the Library Board. Robin Swaringen seconded the motion. The Board voted six (6) “ayes” and no (0) “nays” to approve the motion.

Vivek Gupta moved to elect Robin Swaringen as Vice Chair of the Library Board. Denise Borges seconded the motion. The Board voted six (6) “ayes” and no (0) “nays” to approve the motion.

**Distribute Copies of Lewisville 2025
Vision Plan Update**

(Agenda Item 6)

Printed copies of the Lewisville 2025 Vision Plan Update were distributed along with a letter from Mayor T.J. Gilmore.

**Reports: Calendar of Events, July
Service Statistics, Friends of the Library;
staffing update.**

(Agenda Item 7)



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.

Fall programming for the Lewisville Public Library has been publicized and Board Members received printed copies of Hive, Children's, Teen and Adult flyers spotlighting regular and one-time programs. Both teen and adult will have after-hours programs in the next season. The Library will have a booth at Western Days. Storytimes return to their normal schedules and split into age categories.

The July Service Statistics for the Library were reviewed. June and July were strong months for recovering statistics which have been down due to COVID impacts.

The Friends of the Library met in August and approved several funding requests for the Library including baskets for upstairs, Hive items for Western Days, a new proposed program called Welcome Baby, a new fitted tablecloth for outreach, etc. There are no active Library Board members who are also active with the Friends of the Library members now that Jean Ferguson is no longer on the Board.

Staffing Update: The Library promoted a Library Technician to Library Assistant and is currently hiring to fill that vacancy. The Library is also hiring for several positions in order to resume full hours on October 1st. This will include two Library Technicians in Adult Services, a Library Technician II in Youth Services, and a PT Library Assistant 1 in Account Services.

Adjournment

(Agenda Item 8)

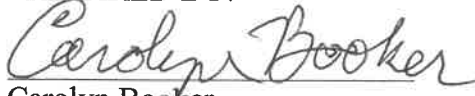
MOTION: Upon a motion made by Board member Robin Swaringen and seconded by Board member Vivek Gupta the Board voted six (6) "ayes" and no (0) "nays" to adjourn the meeting of the Library Board at 7:08 p.m. on Wednesday, August 18, 2021. The motion carried.

APPROVED:



Jennifer Linde, CHAIRPERSON
LIBRARY BOARD

PREPARED BY:



Carolyn Booker,

Director of Library Services, City of Lewisville