



**MINUTES OF THE LIBRARY BOARD**  
**May 15, 2024**

**Board Members Present:**

Vivek Gupta, Chairperson  
Raquel Maloney, Vice Chair  
Kay Stephenson  
Jennifer Marvel

**Board Members Absent:**

Anna Saju  
Zach Manuel  
Abigail Crafton

**City Staff Present:**

Carolyn Booker, Director of Library Services

**Call to Order and Announce a Quorum  
is Present**

**(Agenda Item 1)**

The regular meeting of the Library Board was called to order by Vivek Gupta at 6:36 p.m. on Wednesday, May 15th, 2024. Four (4) Board Members and City staff attended. A quorum was present.

**Approval of Library Board Minutes of  
the March 20, 2024, Regular Meeting**

**(Agenda Item 2)**

**MOTION:** Upon a motion made by Board member Jennifer Marvel and seconded by Board member Kay Stephenson, the Board voted four (4) “ayes” and no (0) “nays” to approve the minutes of the Library Board March 20, 2024 regular meeting.

**Visitors/Citizens Forum**

**(Agenda Item 3)**

There were no visitors present.

**Texas State Library Report and FY2023  
Data**

**(Agenda Item 4)**



The Library Board reviewed the document submitted for the FY2023 State Library Report.

**Review Administrative Directive 4.1.1  
Attachment 10, Lewisville Public  
Library Facility Guidelines, including  
Code of Conduct and Procedures**

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(Agenda Item 5)

The City Manager approves all administrative directives, but the Library Board reviewed proposed changes.

**Destination Summer**

(Agenda Item 6)

The Library's rebranding of the Summer Reading Program was discussed at a recent Library Board meeting. Destination Summer kicks off on June 1<sup>st</sup> from 2:00-4:00 with In-N-Out Burger serving food starting at 4:00. Children, Teens, and Adults can start picking up their reading logs on May 23<sup>rd</sup>, which is the last day of school. The Friends of the Library purchased shirts for the staff and the Library is selling shirts to the public for children and adults, starting on June 1<sup>st</sup>. Available while supplies last.

**Adjournment**

(Agenda Item 8)

**MOTION:** Upon a motion made by Board member Kay Stephenson and seconded by Board member Jennifer Marvel the Board voted four (4) "ayes" and no (0) "nays" to adjourn the meeting of the Library Board at 7:06 p.m. on Wednesday, May 15, 2024. The motion carried.

APPROVED:

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Vivek Gupta, CHAIRPERSON  
LIBRARY BOARD

PREPARED BY:

Carolyn Booker,  
Director of Library Services, City of Lewisville