

CITY OF MANSFIELD

*104 South Wisteria
Mansfield, TX 76063
mansfieldtexas.gov*



Meeting Minutes - Final

Wednesday, June 12, 2019

6:00 PM

Community Room

Mansfield Public Library Advisory Board

1. CALL TO ORDER

President Bobby Quinten called the meeting to order at 6:00 p.m.

Board Members Present:

Bobby Quinten, Kelvin Stroy, Debra Collins, Cindy Kuster, Cindy Gray, Suzonne Evans, Shelley Daunis, Maggie Martin and Richard Ajenikoko

City and Library Staff Present:

Deputy City Manager Shelly Lanners, Director of Library Services Yolanda Botello, Youth Services Librarian Julie Crisafulli, and Library Administrative Assistant Dorothy McGuinness

Citizen Present:

Paula Highfill

2. APPROVAL OF MINUTES OF MAY MEETING

A motion to accept the May 8, 2019 minutes as written was made by Debra Collins. Shelley Daunis seconded the motion. The minutes were approved unanimously.

3. CITIZEN COMMENTS

None

4. FRIENDS OF THE LIBRARY UPDATE

- Shelley Daunis, Friends President

The Friends of MPL are volunteering for various library events. Additional volunteers are needed for the Library Summer Reading Club End Party on July 26; from the hours of 1:30 p.m. through clean up at 4:30 p.m. held indoors this year at the Mansfield Activity Center (MAC).

The Friends of the Library Book Sale held during the week of May 21-May 25, 2019, raised \$1,185.00. Friends President Shelley Daunis thanked those who helped.

The Friends' Read-a-thon fundraiser is in progress with 121 readers and \$164.00 raised. Paula Highfill, Shelley Daunis, and Kathy Allen have volunteered to assist with the July 31st pizza party.

The Friends of MPL are going to apply for HOT funds since READS! 2019 brought in guests from other states.

The tree in the children's area of the library has been updated with a new look. There may be a fundraiser to sponsor leaves for the tree.

The 2020 READS! selection is The Last Child by John Hart.

Cindy Kuster reported that social media is being used to promote Giving Day, 9-19-19.

Since Arts Week 2020 is scheduled to be the Friday before Spring Break through the Monday after, the Reads Kick-off event may have to be switched to that Friday or

Monday instead of Thursday, the day of the week chosen in 2019.

5. DIRECTOR OF LIBRARY SERVICES REPORT

- Yolanda Botello

Summer Reading Club: Youth Services Librarian Julie Crisafulli reported that to date, 796 patrons are registered for the Summer Reading Club; 1,244 hours have been logged; 32 out of 173 programs have been held; and 1,762 patrons have attended programs. Ms Botello stated that the Library is very busy. The door count was 700 for one day.

The Library is again participating in the free lunch program with MISD Student Nutrition Services.

Budget Update: House Bill 3, House Bill 2, and SB2 passed this legislative year affecting the Library budget. The City has not finalized the budget yet.

Kelvin Stroy asked if any progress has been made regarding the school librarian outreach. Director of Library Services Botello stated that the Library hosted the MISD librarians in an effort to get them cards; Adult Services Librarian Faria Martin and Youth Services Librarian Julie Crisafulli attended an MISD conference to issue library cards for teachers. Unfortunately, due to the rigorous schedule of the teachers' day, interest was limited. An MISD librarian has already booked the Library to come in August to provide cards for the teachers at her campus.

The Library will be attending the MISD Back to School Bash on August 3, 2019, from 8:00 a.m.-12:00 noon to sign up people for library cards. Faria Martin, Adult Services Librarian, has been going to Back to School Bash committee meetings and will be attending that event.

Additional discussion of ways to help followed:

Maggie Martin suggested reaching out to the PTA groups at each school campus. Suzonne Evans thought that perhaps offer a drawing prize for those getting a library card was a promotional idea. Shelley Daunis plans to recruit Friends volunteers for the August 3 event to assist as needed. Ms. Botello stated there is more concern about having too many people wanting a card than not enough.

6. OLD BUSINESS

Phone Policy:

Ms. Botello presented a draft of the phone policy for Board approval. She recapped the need for a policy as a patron had caused problems by using staff phones. This policy would back up librarians when patrons complain. Richard Ajenikoko asked about the "confirm their presence in the library" passage. Ms. Botello stated it is more for parents who are checking if their children are in the library. It is a privacy issue. Suzonne Evans made a motion to accept the phone policy as presented. Richard Ajenikoko seconded. The motion carried.

Library Needs Summary Sheet:

President Quinten shared the "Library Needs Document" (cheat sheet) that has been in the works and asked the Board how to proceed with it.

A discussion generated the following comments and suggestions from the Board members: Cindy Kuster preferred a rewording to better reflect that the items listed are

current needs. The phrase "added space" would be changed to "additional space" so it does not sound like the Library already "added" things. Pres. Quinten will reword the document accordingly. Kelvin Stroy suggested sending the document to the City Council and other stakeholders to communicate Library needs.

Shelley Daunis asked if the document could also include the number of people not served. Director of Library Services, Ms. Botello said that these stats are not normally kept, but she could try to find out. There is a direct correlation between the needs on the list and the number of patrons who cannot participate in programs due to those needs. Maggie Martin noted pulling different data for Summer Reading and for outreach programs and getting feedback from the community to put all into a packet to give to City Council. Suzonne Evans suggested adding collection growth, storage and office space that were not on the needs list.

7. NEW BUSINESS

Strategic Plan:

The last strategic plan was adopted in March of 2016 and covers through 2020. The Library needs to adopt a new strategic plan in by the spring of 2020 to cover the 5 year period from 2021-2026. Ms. Botello stated that a Strategic Plan gives the Library direction and is required for state accreditation. She also confirmed the Library has received notification of official accreditation for the coming year.

Request for reconsideration overview:

Ms. Botello noted that recently a patron was upset about the books that were on display. She sent him information about the Library Bill of Rights, our policies, etc. It did not turn into anything, but she thought it would be good to go over the reconsideration policy. In the 5 ½ years that she has been here, it has not been necessary to implement this policy.

Reconsideration Policy Summary: If someone opposes something in the collection, the patron can speak to the director, if the patron still does not like the director's response, the patron can fill out the request for reconsideration form. Ms. Botello would then bring it to the Library Board for consideration. Then the Board can approve or deny the request. The patron has the chance to come to a Board meeting if the patron wants to defend their case.

Discussion followed:

Suzonne Evans asked "Is their next step City Council?" Ms. Botello stated, "The patron can, but that is not our step." President Bobby Quinten remarked, "I can only say we take claims seriously and objectively."

8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Suzonne Evans asked how the outdoor book drop was going. Ms. Botello said there is a schedule for staff to go out with a wagon; there are only issues during long weekends when it has to be locked.

Cindy Gray signed up to volunteer at the Summer Reading Club End Party.

There will be no board meeting in July.

The next board meeting is scheduled for 6:00 p.m. August 14, 2019.

9. **ADJOURN**

President Bobby Quinten adjourned the meeting at 7:25 p.m.

CERTIFICATION

All meetings of the Mansfield Public Library Advisory Board and its committees are open to the public.

I certify that this agenda was posted at the main entrance and on the web site of the Mansfield Public Library by 5:00 p.m., Friday, June 7, 2019, in accordance with City policy.

Yolanda Botello, MLS
Director of Library Services