

CITY OF MANSFIELD

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



Meeting Minutes - Final

Wednesday, August 14, 2019

6:00 PM

Community Room

Mansfield Public Library Advisory Board

1. **CALL TO ORDER**

The meeting was called to order by President Bobby Quinten at 6:00 PM.

Board Members Present:

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

Library Staff Present:

Director of Library Services Yolanda Botello, Adult Services Librarian Faria Matin and Library Administrative Assistant Dorothy McGuinness

Citizen Present:

Paula Highfill

Board Member Absent:

Shelley Daunis

2. **APPROVAL OF MINUTES OF JUNE MEETING**

A motion to accept the June 12, 2019 minutes as written was made by Debra Collins and was seconded by Cindy Kuster. The motion carried.

3. **CITIZEN COMMENTS**

Pres. Quinten welcomed Paula Highfill to the meeting.

4. **FRIENDS OF THE LIBRARY UPDATE**

Cindy Kuster gave the Friends of the Library update due to Friends President Shelley Daunis's absence. Ms. Kuster noted that the Friends did not meet during July and August.

North Texas Giving Day (NTGD): The Friends are participating in the 2019 North Texas Giving Day. Cindy Kuster and Kathy Allen are co-chairing this event with a goal of raising \$8,000. People can pledge starting from September 9-18, 2019. The actual event will go live on September 19, 2019. The Friends have already received \$1,500 in pledges from Mouser (\$1,000) and Mayor Cook (\$500) for NTGD. Mayor Cook will be participating in a special story time at the library on North Texas Giving Day. The Friends are also promoting on social media and passing out flyers to businesses. The Library will be placing book inserts inside each book starting Monday, August 19, 2019, a month before giving day to entice donors to give.

Read-a-thon: Friends Treasurer, Paula Highfill stated that no specific numbers have been reported, however, the numbers were as expected. There will be no pizza party as not enough individuals met the pizza party goal. Instead, a pizza gift card may possibly be given to those who were eligible.

5. **DIRECTOR OF LIBRARY SERVICES REPORT**

Summer Reading Club: This year's summer reading club has grown even more than the previous years. Youth Services Librarian, Julie Crisafulli has compiled statistics of

the different programs, summer reading hours, and more. There is a video that shows these numbers and all that the library has done during the summer on the library's Facebook page and it highlights the various statistics. The door count for 2019 in the months of just June and July reached up to 29,509. The library has also had to turn away 302 patrons for various programs due to space limitations.

Ms. Crisafulli is also working to utilize space at the MAC for the coming year; possibly moving the larger programs during the summer to the MAC. It will allow for an increase in the number of preregistrations for very popular programs.

Numerous patrons responded to the survey question, "What does your library mean to you?" Responses included: the library helps them save money, assists them in raising their family, etc.

Summer Reading Club participation statistics: Who are we reaching? Children - ages 5-12 yrs., the largest group at 52.1%; adults -18+ at 23.4%; early childhood - 0-4yrs at 14.1%; and teens – 13-17 yrs., the smallest group at 10.4%.

Website: The City is going through a website redevelopment project. The library will be able to control a lot of the content on its own website and be the content manager. The Website will most likely go live in September.

Turkey Palooza: Our Turkey Palooza program has been nominated for a SAVVY award at the 3CMA Conference, in Denver, CO. This program is one of the finalists for the award. Director of Library Services, Yolanda Botello will be at the Conference to represent the library.

Budget meeting: The City is currently working on the budget approval process. There will be a second public meeting on August 26th. The official readings where Council will vote will be on: September 9, 10, and 11. The library expansion project has currently been included in next year's budget plan. The expansion would involve a 4,000 square foot extension that would be in the back of the library. This will provide an enclosed children's area, a family restroom, programming room, and staff office. The adult items will be shifted into other parts of the library to allow for collection growth. The projected expansion cost is \$2.5 million.

MISD Back to School Bash: Adult Services Librarian, Faria Matin and staff worked at the MISD Back to School Bash on Saturday, August 3, 2019. They created approximately 120 library cards and answered over 300 patron questions for the library. Friends Treasurer Paula Highfill was also on site assisting Staff as she was able.

6. OLD BUSINESS

The new phone policy is in effect.

Pres. Bobby Quinten has updated the library needs sheet and will be sharing it with the Library Advisory Board.

The Library Strategic Plan needs to be updated. Planning for the process will begin soon. Ms. Botello will send Board members a link to a webinar to watch to help prepare for strategic planning.

7. NEW BUSINESS

8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS

Cindy Gray congratulated Ms. Botello for the "successful" pursuit of the needs of the Library. Pres. Quinten stated that it is a testament to the Library Staff, Shelly Lanners, the Friends Group and City Council for taking the needs of the Library seriously.

The next meeting is scheduled for 6:00 pm Wednesday, September 11, 2019.

9. ADJOURN

The meeting was adjourned by President Bobby Quinten at 7:00 pm.

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, August 9, 2019, in accordance with City policy.

Yolanda Botello, MLS
Director of Library Services