

# CITY OF MANSFIELD

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



## **Meeting Minutes - Final**

**Wednesday, November 13, 2019**

**6:00 PM**

**Community Room**

**Mansfield Public Library Advisory Board**

1. **CALL TO ORDER**

*The meeting was called to order by Bobby Quinten at 6:00 p.m.*

*Board Members Present:*

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

*Library Staff Present:*

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

*Board Member Absent:*

*Shelley Daunis*

2. **APPROVAL OF MINUTES OF SEPTEMBER MEETING**

*A motion to accept the September 11, 2019 minutes as written was made by Debra Collins and was seconded by Kelvin Stroy. The minutes were unanimously approved.*

3. **CITIZEN COMMENTS**

*No citizen comments.*

4. **FRIENDS OF THE LIBRARY UPDATE**

*Bobby Quinten presented the Friends report since Friends President, Shelley Daunis was not present. The Friends held officer elections with the following Friends members elected:*

*President - Shelley Daunis, First Vice President/Special Activities - Kathy Allen, Second Vice President/Mansfield Reads - Bobby Quinten, Treasurer - Paula Highfill, and Secretary - Debra Collins.*

*A new Christmas tree has been ordered after approval for its purchase using the Friends budget.*

*At this point, the Friends do not have any plans to do the Barnes and Noble holiday gift wrapping drive in 2019.*

5. **DIRECTOR OF LIBRARY SERVICES REPORT**

*Director of Library Services, Yolanda Botello, gave a recap of Turkey Palooza. The library had seven Board Members, two deputy city managers, two city council members, and the Mayor all attend the program. Total attendees at this program: 61. The Turkey Palooza of 2019 was well received. The library will apply again for another award next year, highlighting the new changes and progress made with this extremely popular event.*

*There is a slight delay on the library board page of the library section of the city website with regard to the board pictures. The plan now is to take pictures after the holidays to better align all the members schedules.*

*Board members need to complete their TLA renewal for 2020. Forms were provided. MPL Administrative Asst. Dorothy McGuinness will submit the applications for*

*processing if so desired by the individual board member.*

*The library is currently looking into a new software program called: OrangeBoy. OrangeBoy dives into user analytics and communicates with our current ILS system, Polaris, to identify pertinent data regarding card holder demographics and circulation. No privacy is violated by this data collection. Additionally, it shows GIS maps that display where our users are underserved. Currently, our two consortium libraries, Kennedale and Arlington are using it. It takes about three months for the data to accumulate and to get more insight into the patron information. We have just signed onto a three year commitment with this product. It is important to have comparative data from before and after the renovation and expansion to better support the library programs.*

*The library will be holding its annual volunteer breakfast on December 4th. Please give your RSVP's to Dorothy McGuinness.*

*The library is considering a Fine Free policy in the future. Currently, Food-for-fines is being promoted.*

*The "Community Engagement Librarian" professional position may open in January 2020.*

**6. OLD BUSINESS**

*Update on library expansion: Most projects will begin in 2020. Since \$1.5 million in debt was previously approved the library has already started working with the City Planning Director. The project manager is talking to an architect. The rest of the debt will be issued in January 2020. At this time, the library's tech truck debt will also be issued in January 2020. It is estimated this project can take anywhere from 6-8 months.*

**7. NEW BUSINESS**

*Election of officers for 2020 were held. The following members were unanimously re-elected: President - Bobby Quinten, Vice President- Cindy Kuster, and Secretary - Cindy Gray.*

**8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

*Richard Ajenikoko asked about the current status of the Library Foundation. Pres. Bobby Quinten stated that more he will update all in January. At which time the Strategic Plan process will also be addressed.*

*The library will be closed on the following dates: November 28-30th for the Thanksgiving holiday, December 24-25 for Christmas holiday and closed early on December 6, 13, and 31st.*

*The next Library Advisory Board meeting is scheduled for January 8, 2020 at 6:00 p.m.*

**9. ADJOURN**

*The meeting was adjourned at 6:43 p.m. by President Quinten.*

**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, November 8, 2019, in accordance with City policy.

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Yolanda Botello, MLS  
Director of Library Services