

# CITY OF MANSFIELD

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



## Meeting Minutes - Final

Wednesday, July 8, 2020

6:00 PM

Community Room

**Mansfield Public Library Advisory Board**

**THIS MEETING WILL BE HELD BY VIDEO CONFERENCING.**

**To join the meeting go to**

**Zoom Meeting**

**[https://mansfieldtexas.zoom.us/j/96528638830?](https://mansfieldtexas.zoom.us/j/96528638830?pwd=Nk9xK1R2UHFtVUUwZ0ozRkFUTOR5QT09)**

**pwd=Nk9xK1R2UHFtVUUwZ0o**

**zRkFUTOR5QT09**

**Or call in at 888 788 0099 US Toll-free**

**Meeting ID: 965 2863 8830**

**Password: 730921**

**If you would like to submit citizen comments via email, please send an  
email to  
[mansfieldpubliclibrary@mansfieldtexas.gov](mailto:mansfieldpubliclibrary@mansfieldtexas.gov) by noon on July 8, 2020.**

**1. CALL TO ORDER**

*The meeting was held virtually via Zoom and was called to order by President Bobby Quinten at 6:00 p.m.*

*Board Members Present:*

*Cindy Kuster, Debra Collins, Suzonne Evans, Bobby Quinten, and ex officio Friends Interim President Kathy Allen*

*Library Staff Present:*

*Director of Library Services Yolanda Botello, Assistant Director of Library Services Faria Matin, Youth Services Librarian Julie Crisafulli, and Library Administrative Assistant II Dorothy McGuinness*

*Citizen Present:*

*Paula Highfill*

*Board Member Absent:*

*Richard Ajenikoko, Cindy Gray and Maggie Martin*

**2. APPROVAL OF MINUTES OF MAY MEETING**

*A motion to accept the May 13, 2020, minutes was made by Debra Collins and seconded by Cindy Kuster. The minutes were approved unanimously.*

**3. CITIZEN COMMENTS**

*There were no citizen comments.*

**4. FRIENDS OF THE LIBRARY UPDATE**

*Friends' president Kathy Allen gave an update on READS 2020. Mansfield Reads will be turning into a virtual program with the author streamed live. This event will be taking place on Thursday, October 8 at 7 p.m. The platform is still being decided. The Friends are currently looking for an author for READS 2021 and are open to suggestions. Additionally, the Friends will be participating in North Texas Giving Day in September 2020 to raise funds and appreciates any help that can be given.*

## **5. DIRECTOR OF LIBRARY SERVICES REPORT**

*Director of Library Services Yolanda Botello provided the following update:*

*The library emailed the quarterly report to board members as this is the report that will be submitted to council. This report shows that members missed the library when it was closed as it filled over 1,000 holds just the first day for curbside pick-up and close to 20,000 holds in the month of May. The report also indicates that digital circulation increased but not as drastically as one would imagine. Many individuals still prefer the physical book over e-materials.*

*The library has added a few more tables and opened up more computers as it is working at 50% capacity. Library staff is still cleaning the highly touched surfaces every hour. Additionally, in between the library computers, staff placed the temporary sneeze guards to divide the computers in order to open up more computer usage. The front service counters have been fitted with permanent glass.*

*During the recent City Council meeting, City Council and the Mayor asked about the status of the library expansion. Due to COVID -19 and other projects, the library has not started the expansion. However, the library is now considered a priority and will be moving forward with its expansion. Additionally, it will evaluate and think about the current climate and make accommodations similarly in the future with furniture and fixtures.*

*The tech truck is still in process. Originally it was supposed to take 8-10 weeks but due to COVID-19, there is a delay in receiving the van. After the van is delivered, the customization process will begin.*

*Staff positions are still currently frozen. However, the library has two vacant positions, the library clerk and the outreach librarian.*

*The Friends of the Library made a commitment in 2019 for \$10,000 and the Friends have already paid a portion of this sum for the library tech truck gear. Due to the Friends having to put the library book sale on hold, it has been much harder for them to earn funds. The library understands this concern, and will work with the Friends in the future. The Friends have also started selling sets or bundles of books on Facebook marketplace. They are exploring other options of selling items through their website.*

*Mr. Chandler, Mansfield City Manager, retired in June with over 36 years of service to the City. Deputy City Manager Joe Smolinski has been appointed the interim City Manager. Currently, there is a lot of discussion by City Council about changing employee benefits.*

*Faria Matin was promoted to Assistant Director of Library Services and Dorothy McGuinness, Library Administrative II recently celebrated 20 years with the Mansfield Public Library.*

*The Summer Reading Program is going well, with a goal of 600,000 minutes read this summer. The online app Beanstack has been working well for our library staff and patrons although participation is a little lower this year than in previous years, as is expected with all the changes that are occurring. Julie Crisafulli, Youth Services Librarian, stated that a survey was sent out for input on Beanstack, the online digital platform. Patrons really like it. Currently over 600 patrons are participating.*

*The Boredom Buster Kits have also been very popular. Already in June over 250 have been distributed. An obstacle course was painted on the library front sidewalks for added patron enjoyment.*

*Faria Matin, Asst. Director of Library Services, stated all is going well with the on-line summer Adult Services Programing. She is in the process of changing the Fall programing and will begin advertising soon. Suzonne Evans said she misses the craft classes.*

*Pres. Bobby Quinten complimented both Ms. Matin and Ms. Crisafulli for their on-camera presentations. He noted other innovations such as the using a QR-code to access the catalog.*

**6. OLD BUSINESS**

*None*

**7. NEW BUSINESS**

*None*

**8. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

*Kathy Allen reminded the Board to contact her with Reads 2021 author / title recommendations.*

*The next Board meeting is planned for Wednesday, August 12, 2020, at 6:00pm as a virtual Zoom meeting.*

**9. ADJOURN**

*The meeting was adjourned by President Bobby Quinten at 6:43pm.*

**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., Thursday, July 2, 2020, in accordance with City policy.

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Yolanda Botello, MLS  
Director of Library Services