



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes Library Board

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Thursday, September 12, 2024

7:00 PM

255 E. Parkway Blvd.

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**Martha Garber**  
Board Chair

**Mathew Ittoop**  
Board Vice Chair

**Anne Diamond**  
Board Member

**Frank Gasparro**  
Board Member

**Patricia Graziano**  
Board Member

**Carla Madrigal**  
Board Member

**Haridas Radhakrishnan**  
Board Member

**Elizabeth A. Mink**  
Alternate Member

**Manisha N. Pagedar**  
Alternate Member

**Neel Mavalli**  
Youth Advisor

**Anika Varadharajan**  
Youth Advisor

Notice is hereby given that the Library Advisory Board of the City of Coppell, Texas, met in the 2nd Floor Conference Room at 255 E. Parkway Boulevard at 7p.m.

### Regular Session (Open to the Public)

1. Call to Order

The meeting was called to order at 7:01 p.m. by Library Board Chair Martha Garber.

Also present were Board Vice Chair Mathew Ittoop; Board Members Anne Diamond, Frank Gasparro, Patricia Graziano, Carla Madrigal; Alternate Members Elizabeth Mink and Manisha N. Pagedar; and Youth Advisor Anika Varadharajan.

Board Member Haridas Radhakrishnan attended via ZOOM.

Youth Advisor Neel Mavalli was absent.

Staff in attendance were Library Manager Alexis Wellborn; Library Supervisor Morgan Pritchett; Assistant Director of Community Experiences Adam Richter; Childrens' Services Librarians Bri Praslicka and Jenni Mesa; and Administrative Services Coordinator Laurie Arnold.

2. Citizens' Appearance

None.

3. Approval of Minutes from August 8, 2024

Board Member Anne Diamond made a motion to approve the Minutes from the August 8, 2024 meeting as presented. Board Member Frank Gasparro seconded the motion. The motion carried by unanimous vote.

4. Review and discuss Library Advisory Board Goals and Objectives

Board Chair Martha Garber reviewed the Library Advisory Board's Goals and Objectives.

5. Children's Services Presentation

Children's Services Librarians Jenni Mesa and Brianne Praslicka reviewed the programs, statistics and changes planned for the coming year in the Children's Services Department.

In an effort to introduce children to a variety of reading possibilities, Summer programming included themes based on fiction, graphic novels, and non-fiction areas of the Children's Department. During the summer, 2,198 children read over four weeks. The average program attendance was 98 children.

Ongoing programs include: Cozby Explorers, Steam Club, The StoryBook Walk, Classroom Tours, School Visits and Library Play Date.

Upcoming special programs include: Firefighter Story Time, Halloween Family Fun Night, Diwali Family Fun Night, The Elf Academy, and Noon Years Eve.

6. Discuss and Consider Approval of Guidelines for Collection Development

The Guidelines for Collection Development were presented to the Library Advisory Board, unchanged. All requested changes from the previous meeting were reviewed and declined by the City Attorney, Robert Hager.

The request by the Library Advisory Board for operational information regarding possible Reconsideration Requests was also declined. The guidance provided by the City Attorney was that this is an administrative function and in order to protect privacy concerns, the Board should only exercise its jurisdiction over such matters during an appeal and should refrain from direct oversight of library staff.

After a short discussion, Board Member Frank Gasparro moved to approve the Guidelines for Collection Development as presented. Board Member Anne Diamond seconded the motion. The motion carried by a (6-1) vote.

Aye: Board Chair Martha Garber, Board Members Anne Diamond, Frank Gasparro, Patricia Graziano, Carla Madrigal, and Haridas Radhakrishnan.

**Nay: Board Vice Chair Mathew Ittoop**

**7. Youth Advisor Reports**

**Youth Advisor Anika Varadharajan discussed the upcoming Hispanic Heritage month and her work with Teen Librarian, Kai Robert to promote it.**

**She is also a member of Assisteens, a volunteer organization in Coppell, that is currently maintaining two of the Little Libraries recently restored by The Friends of the Coppell Public Library.**

**8. Friends of the Coppell Public Library Report**

**Board Member Frank Gasparro reviewed the activities of the Friends of the Coppell Public Library.**

**September 19th is North Texas Giving Day. The Friends sent an email to all previous donors requesting a additional donation this year. October 26th is the Annual Scare on the Square. The Friends will give 250 mini pumpkins away that day. The Annual Big Book sale is scheduled for November 22nd - 24th.**

**The next Friends meeting will be September 23rd in the Meeting Room at the Library.**

**9. Library Manager's Report**

**Library Manager Alexis Wellborn reviewed library operations, programs and events.**

**The Annual Budget was approved on August 27th. The new fiscal year starts on October 1st. ILLs have seen a marked increase since the start-up of the new, state-wide service.**

**The windows on the northeast side of the building and in the Quiet Reading Room will be frosted to prepare for the impending installation of a generator. A new monitor has been ordered and will be installed in Study Room F.**

**Upcoming events include: Best selling author, Raina Telgemeier's visit on September 14th; Flow Forward Period Talk Workshop on September 22nd; and the 50th Anniversary Coppell Historians event on October 19th.**

**A patron letter sent to the Library, but addressed to the Library Board was shared. No reply was requested.**

**10. Adjournment**

**There being no further business before the Library Advisory Board, the meeting adjourned at 7:55 p.m.**

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Martha Garber, Library Board Chair

ATTEST:

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Laurie A. Arnold, Administrative Services Coordinator