

## **MEMORANDUM**

**TO:** Library Advisory Board

**FROM:** Alexis Wellborn, Library Manager

**DATE:** Monday, April 8, 2024

**SUBJECT:** April 2024 Library Manager's Report

Good afternoon, Board members.

Our next Board meeting is scheduled for Thursday, April 11, at 7:00 PM. We will meet in the 2nd Floor Conference Room at Town Center, 255 E Parkway Blvd.

### **Manager's Report**

I'd like to start by circling back to two items in our previous meeting:

1. Senior Programming on weekends when other facilities are closed
2. Week-day programming for those with flexible schedules

I spoke with our adult services librarians. They will host a summer book club during the week this summer. It will take place on Tuesdays in June, July, and August. If it is well-attended, we can plan to keep it going and/or add a weekend session.

I would also like to thank our board member, Hari, for attending the resume building program last week that was led by our very own Employee Experiences team. He was very complimentary of Kai, Matia, and Nikki and has given some feedback that will help us with programs like this in the future. Offering books for attendance and also the attendance certificate that would be a good addition to any resume. Thank you, Hari.

### **Workload Indicators**

Detailed statistics will be provided by the time of our meeting this Thursday.

### **Operations**

-The State Library and Archives Commission has received our accreditation report and application.

-City Council presented the National Library Week Proclamation at Tuesday evening's meeting.

-The Library requested approval of \$94,548.49 for new furniture in the library staff areas, which was original to the building in 1995.

-Library Survey Overview:

1. Patron Satisfaction: Over 90% of patrons are satisfied with the services offered by the library, with 54.3% choosing "Very Satisfied" and 35.9% choosing "satisfied".

2. 37.5% of respondents use the library weekly, while 38.3% use it monthly.
3. 85% of respondents are satisfied with the library's hours of operation (Very Satisfied 43.8%, Satisfied 41.4%)
4. Children's Services: Largest segment of respondents would like a children's reading area similar to that of the teen and toddler areas.
5. Teen Services: Requests for more personal development programming.
6. Adult Services: Requested more programming with a focus on art and education.

This feedback will be rolled into the Community Experiences Master Plan Framework. Thank you for all that participated and that love the library!

### **Upcoming Library Events**

#### **Local Journalism with Dan Koller**

April 20, 2024, 2:00 PM - 3:00 PM

The creator of the Coppell Chronicle, Dan Koller, will discuss the importance of local journalism and what it's like to start a weekly newsletter. A newspaper editor for almost 20 years and a Coppell resident since 2012, Dan's newsletter "aims to be a resource for residents of Coppell as well as the neighboring cities within the Coppell Independent School District". This program is intended for adults and teens aged 16 and up.

#### **Performance Nutrition for your Student Athlete**

April 21, 2024, 2:00 PM - 3:00 PM

Proper nutrition is essential for growing bodies, and it's even more important when pre-teens and teens are participating in intense physical activities. Sinead Adedipe is a Registered Dietitian Nutritionist with a master's degree in Human Nutrition. She will offer tips for parents to help guide their student athlete towards healthy choices that will support their physical fitness and help them excel in their chosen sport or activity. While this program is designed primarily for parents, middle and high school aged children are welcome to attend with an adult. Registration is not required.

#### **Hand Lettered Wreath Workshop**

April 22, 2024, 6:30 PM - 8:00 PM

Join guest instructor Laura Lester and learn the basics of hand lettering. Then enhance your letters with some simple watercolor techniques to make a floral wreath border. All supplies will be provided. This program is open to adults aged 18 and up. Registration is required.

The library's full calendar of events can be found at [cozbylibrary.librarymarket.com](https://cozbylibrary.librarymarket.com).

### **Future Agenda Suggestions (No discussion or deliberation)**

## **Library Board Goals & Objectives**

1. Participate in the implementation of the Library's Strategic Plan
  - a. Library services reflect the Coppell community and its many facets.
  - b. Library services and information are conveniently accessible to all.
  - c. Library maintains a healthy network of partners throughout the Coppell community.
  - d. Library services are provided in an effective and sustainable manner.
2. Support and promote the Friends of the Coppell Public Library
3. Promote the Library by active individual participation in Library programs, outreach, and community events
  - a. Attend Library programs and Council meetings.
  - b. Represent the Library Board at City and civic events.
  - c. Actively use social media to market Library activities.

## **Our Vision**

The Cozby Library and Community Commons is the heart of the community where citizens are empowered to Imagine, Discover, Engage and Achieve in an environment that cultivates curiosity, collaboration, and creativity.

## **Our Mission**

We serve our community by helping our citizens develop their talents, acquire knowledge, embrace their passions, and fulfill their dreams.