



City of Coppell, Texas

255 E. Parkway Boulevard
Coppell, Texas
75019-9478

Minutes Library Board

Thursday, April 11, 2024

7:00 PM

255 E. Parkway Blvd.

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 7 p.m.

The purpose of this meeting is to consider the following items:

Regular Session (Open to the Public)

1. Call to Order

The meeting was called to order by Library Board Chair Martha Garber at 7:02 p.m.

Also present were Board Members Anne Diamond; Frank Gasparro; Patricia Graziano; Alternate Members Elizabeth A. Mink and Manisha N. Pagedar; and Youth Advisors Neel Mavalli and Anika Varadharajan.

Board Member Haridas Radhakrishnan attended via ZOOM.

Staff in attendance were Library Manager Alexis Wellborn; Library Supervisors Amy Pittman-Hassett and Morgan Pritchett; Assistant Director of Community Experiences Adam Richter; and Administrative Services Coordinator Laurie

Arnold.

Library Board Vice Chair Mathew Ittoop and Board Member Carla Madrigal were absent.

2. Citizen's Appearance

None.

3. Approval of Minutes from March 14, 2024

Board Member Frank Gasparro moved to approved the Minutes from March 14, 2024 as presented. Board Member Anne Diamond seconded the motion. The motion carried by unanimous vote.

4. Review and discuss Library Board Goals and Objectives

Library Board Chair Martha Garber reviewed the Library Board Goals and Objectives by presenting a true or false quiz.

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 through 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

5. Teen Services Presentation

Teen Services Librarian Kai Robert reviewed the programs, statistics, and physical changes in the Teen Room.

The Teen Room has added new dry erase boards; curated new title shelves; added passive crafts and silly surveys.

Past programs included; Summer reading; partnership programs; crafternoon monthly programs; and Spring break programs. Upcoming programs include: ultimate study break; life sized games; crafternoon; and Summer reading.

The average attendance at teen programs is 15.9; average Summer attendance is 26.6. Since February 2023, the Library has hosted 10 teen job shadowers for a total of 98.5 hours. Additionally, teens volunteered for 1,387 hours while helping with programs and crafts.

6. Youth Advisor Reports

Youth Advisor Neel Mavilli discussed library digital application needs. Youth Advisor Anika Varadharajan reviewed plans for Teen displays and

participation during Asian American Pacific Islander Month.

7. Friends of the Coppell Public Library Report

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

The next Friends Meeting will be on April 22, 2024 in the Library's Conference Room at 7p.m. The Annual Membership Meeting will be May 20, 2024 at 6:30 p.m. in Meeting Room AB at the Library. Food and beverage will be served.

Upcoming events include the Library's 50th Anniversary Commemorative Stamp on July 20, 2024; the Friends Table at the Annual Volunteer Fair on April 27, 2024; and the vote to replace four boxes for the Free Little Libraries.

8. Library Manager's Report

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

Library statistics, particularly room reservations, continue to show an up tick.

During the Summer, the Adult Services Team will add a Tuesday, daytime book club. With plans to continue this program in the Fall, the Team will track the numbers for future programming.

The Library has received receipt confirmation from Texas State Library and Archives Commission for the Annual Accreditation Report. City Council made a proclamation for National Library week on Tuesday, April 9th.

The Library has requested and received approval to spend \$94,000 to replace staff furniture, originally purchased in 1995.

The Library Survey results have been reviewed:

Services: Over 90% of all respondents are satisfied with the library services; 54.3 were extremely satisfied; 35.9 were satisfied.

Hours of Operation: 85% were satisfied; 43.8 were extremely satisfied; 41.4 were satisfied.

Children's Services: Most respondents would like to see more reading areas for elementary-aged children.

Teen Services: Most respondents would like to experience more personal development programming.

Adult Services: Most respondents would like more to experience more programming with a focus on art and education. As a result, our Adults Services Team is working on more passive programming.

These results will be included in the Master Plan for Community Experiences.

Upcoming Events:

Local Journalism with Dan Koller, April 20th, 2:00 - 3:00

Performance Nutrition for your Student Athlete, April 21st, 2:00 - 3:00

Hand Lettered Wreath Workshop, April 22nd, 6:30 - 8:00

Meet Your Neighbor: Celebrating Asian American Month, May 4th 2:00 - 3:30

Future Suggestions:

Library Board Chair Martha Garber would like an Agenda Item and presentation regarding the Library's online and digital capabilities.

Library Board Member Haridas Radhakrishnan would like an Agenda Item and discussion regarding a possible Library 5K run.

Library Board Alternate Member Elizabeth A. Mink would like an Agenda Item and discussion regarding a Library newsletter with a possible spotlight on specific library services.

9. Adjournment

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

Martha Garber, Library Board Chair

ATTEST:

Laurie A. Arnold, Administrative Services Coordinator