

**COZBY LIBRARY AND COMMUNITY COMMONS
LIBRARY BOARD MINUTES
January 14, 2021**

The Cozby Library and Community Commons Advisory Board met on Thursday, January 14, 2021 via Zoom session.

1. CALL TO ORDER: The meeting was called to order by Chair Frank Gasparro at 7:12 p.m. Other Board members present were Mathew Ittoop, Jan Lorrain, Martha Garber, Adrienne Morton, Rizwana Husain, Anne Diamond and Michelle Ostrander. Youth Advisors Vishnu Marella and Kate Markham were also present. Staff in attendance were Director Dennis Quinn, Assistant Director Amy Pittman-Hassett, Librarian Supervisor Kevin Carrothers, and Sr. Administrative Technician Kim McGrath

Frank Gasparro welcomed new Board members Anne Diamond and Michelle Ostrander and incoming Youth Advisor Kate Markham. Introductions of staff and Board members were conducted.

2. APPROVAL OF MINUTES FROM THE NOVEMBER 12TH REGULAR BOARD MEETING: Adrienne Morton moved to approve the minutes and Jan Lorrain seconded the motion. All were in favor and the minutes were approved.

3. CITIZEN'S APPEARANCES: None

4. ELECTION OF CHAIR AND VICE-CHAIR: Adrienne Morton nominated Frank Gasparro to a second term as Library Chair and Mathew Ittoop seconded the motion. All were in favor and the nomination was approved. Jan Lorrain nominated Mathew Ittoop for a second term as Vice-Chair and Frank Gasparro seconded the nomination. All were in favor and the nomination was approved.

5. APPROVAL OF 2021 MEETING SCHEDULE: Dennis proposed the new calendar for 2021. Board members will not meet in December. The calendar was unanimously approved by Board members.

6. BRIEFING ON EXTENDED-HOURS ACCESS SYSTEMS: Kevin Carrothers gave a presentation on a proposed extended-hours system which would allow the public to use the Library during times when the building is closed. Library staff have been coordinating with a vendor that would provide their solution at a greatly reduced cost in exchange for the Cozby Library serving as one of their pilot customers in the US market.

7. DIRECTOR'S REPORT: Dennis said there are no plans as of now to offer any new library services due to the surge in COVID cases. The lobby holds have been moved to the Commons area for improved traffic flow and to prevent customers from having to wait outside in cold weather.

Metrics related to library services continue along recent trends, with circulation at about 60% of pre-COVID levels. Library staff plan to continue with almost all programming in a virtual format, but will watch for opportunities to slowly reintroduce in-person programs, depending on the progression of the COVID pandemic. Grab & Go bags continue to be popular. There was a good turnout for the Policing and Race program. The next program will be Living with Disabilities. A program on Black history and the Black experience in Coppell is planned for February 13th per Jan Lorrain.

8. YOUTH ADVISOR'S REPORT: Vishnu Marella suggested the use of eGift cards for Summer Reading Program rewards.

9. FRIENDS OF COPPELL LIBRARY REPORT: Adrienne Morton gave an overview of the Friends organization for new Board members and extended an invitation to Board members to join. The next meeting is January 25th. The Friends group held a book sale in December in front of the Library. Book bags were bundled by genre for adults and age groups for children and sold for a donation to the Friends. The sale raised approximately \$300. Frank Gasparro also mentioned the Farmer's Market and annual pumpkin decorating activity. The website for the Friends is: coppellfriends.org.

10. LIBRARY BOARD GOALS AND OBJECTIVES: No discussion.

11. ADJOURNMENT: Chair Frank Gasparro adjourned the meeting at 8:16 p.m.

Frank Gasparro, Library Chair

Dennis Quinn; Director of Library Services