

## **MEMORANDUM**

**TO:** Library Advisory Board

**FROM:** Alexis Wellborn, Library Manager

**DATE:** Monday, October 7, 2024

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

Good afternoon, Board members.

Our next Board meeting is scheduled for Thursday, October 10, at 7:00 PM. We will meet in the 2nd Floor Conference Room at Town Center, 255 E Parkway Blvd.

### **Manager's Report**

- We will be canceling our November 14 meeting. I will be attending a conference that week.
- The joint meeting between park board and library board will take place on November 11 at 7:00 p.m. at Life Safety Park.
- The meeting rooms will have new security cameras installed along with the installation of a new A/C unit and dehumidifier.
- The library staff area will also receive a new dishwasher due to equipment failure.
- Last week the library hosted several groups of kindergarten students who received a VIP tour and a special story time.
- 2025 will be heavily focused on creating a new strategic plan for the library that will lead us into 2030 and beyond.
- Community Service Projects are available on the city website. I have attached a social media post to the initial communication about our meeting. See Laurie's email dated October 7.

### **Workload Indicators**

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

### **Upcoming Library Events**

Firefighter Storytime                      Wednesday, Oct. 16                      10:015 a.m-11:00 a.m.

A special story time with the Coppell Fire Department. After the event, attendees will be given the opportunity to check out the fire engine.

Coppell Historians: Cozby 50th                      Sunday, Oct. 19                      2:00 p.m-3:30 p.m.

Join us for a conversation with Coppell Community Members who have remarkable stories to share about the history of the Cozby Library and of Coppell. Included in the panel are former City Manager Clay Phillips, Richard and Barbara Lee, Vonita White, and Linda Barnett.

Halloween Family Fun Night      Tuesday, Oct. 22      6:30 p.m-7:30 p.m.

Put on your Halloween costume and join us in the plaza behind the library for games, stories, and a spooktacular time. In the case of inclement weather, the event will move to the library meeting rooms.

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