



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes Library Board

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Thursday, December 14, 2023

7:00 PM

255 E. Parkway Blvd.

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**Martha Garber**  
**Board Chair**

**Mathew Ittoop**  
**Board Vice Chair**

**Carly Brenner**  
**Board Member**

**Anne Diamond**  
**Board Member**

**Frank Gasparro**  
**Board Member**

**Patricia Graziano**  
**Board Member**

**Haridas Radhakrishnan**  
**Board Member**

**Sandra Johnson**  
**Alternate Member**

**Carla Madrigal**  
**Alternate Member**

**Saloni Roy**  
**Youth Advisor**

**Olivia Willey**  
**Youth Advisor**

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

### Regular Session (Open to the Public)

#### 1. Call to Order

The meeting was called to order by Library Board Chair Martha Garber at 7:11 p.m.

Also present were Board Vice Chair Mathew Ittoop; Board Member Patricia Graziano; Alternate Members Sandra Johnson and Carla Madrigal; and Youth Advisors Saloni Roy and Olivia Willey.

Board Members Carly Brenner and Frank Gasparro attended via ZOOM.

Board Members Anne Diamond and Haridas Radhakrishnan were absent.

Staff in attendance were Library Manager Alexis Wellborn; Library Supervisor Amy Pittman-Hassett; and Administrative Services Coordinator Laurie Arnold.

2. Citizen's Appearance

Mayor Wes Mays thanked the Library Advisory Board for their service and wished them a happy holiday season.

3. Approval of Minutes from October 12, 2023

Board Member Mathew Ittopp moved to approve the Minutes from October 12, 2023 as presented. Board Member Patricia Graziano seconded the motion. The motion carried by unanimous vote.

4. Library Manager's Report

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

The annual HarpEssence concert, presented by the Library at the Arts Center, sponsored by the Friends of Coppell Public Library, was well attended with over 180 present. On December 6th, Santa greeted over 160 visitors at Santa story time at the Library.

Library staff has planned programs through 2024 to celebrate the Library's 50th Anniversary. "Fifty Years of Adventure" includes drawing classes with Gale Galligan; an author visit with Raina Telgemeier; and Spring Break Programs highlighting favorites from the past.

5. Board Member and Youth Advisor Reports

Youth Advisors Saloni Roy and Olivia Willey discussed the pressures on teens during finals and college application season. The Teen advisory group will meet again in January.

Board Members Mathew Ittoop; Patricia Graziano; and Carla Madrigal each requested Agenda Items for the January Library Advisory Board Meeting.

6. Friends of the Coppell Public Library Report

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

The Big Book sale logged over 125 volunteer hours and netted over \$2400 in sales. Eighteen new members joined the Friends during the sale.

The Friends will continue to sponsor 50th Anniversary activities throughout the year. The next Friends meeting is January 22, 2023 in the Conference Room at the Library.

7. Review and discuss Upcoming Library Events

Alexis Wellborn, Library Manager, reviewed the Library's calendar of events while presenting the Manager's Report.

8. Review and discuss Library Board Goals and Objectives

Youth Advisor Olivia Willey reviewed the Library Board's Goals and 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 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

9. Adjournment

There being no further business before the Library Advisory Board, the meeting was adjourned at 7:40 p.m.

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Martha Garber, Library Board Chair

ATTEST:

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Laurie A. Arnold, Administrative Services Coordinator