



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes Library Board

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Monday, November 11, 2024

6:30 PM

Life Safety Park, 820 S. Coppell Rd.

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### Joint Meeting: Parks and Recreation Board and Library Board

**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 Board of the City of Coppell, Texas, met in Classrooms A&B at 6:30 pm at Life Safety Park, 820 S. Coppell Rd.

Regular Session (Open to the Public)

#### 1. Call To Order

The meeting was called to order by Parks and Recreation Vice Chair Maureen Cocoran.

Also in attendance were:

Parks and Recreation Board Members Margaret Bryan, Jeff Roller, Edward Rose Steve Harrision; Youth Advisors Hazel Newton and Avery Fisherman.

Board Chair Nick Paschal and Board Member Mary Arnold were absent.

Library Advisory Board Members present were: Board Chair Martha Garber; Board Vice Chair Mathew Ittoop; Board Members Anne Diamond, Frank

Gasparro, Carla Madrigal, and Haridas Radhakrishnan; Alternate Member Elizabeth Mink; and Youth Advisors Neel Mavalli and Anika Varadharajan.

Board Member Patricia Graziano and Manisha N. Pagedar were absent.

Staff in attendance were Director of Community Experiences Jessica Carpenter; Assistant Directors of Community Experiences Adam Richter and Sheri Belmont; Library Manager Alexis Wellborn; Library Supervisors Amy Pittman-Hassett and Morgan Pritchett; Administrative Services Manager Cecilia Gandara; Administrative Service Coordinator Laurie Arnold; and Senior Administrative Assistant Vanessa Celis

**2. Introductions**

The Parks and Recreation Board, Library Advisory Board and staff introduced themselves to the group.

**3. Citizens' Appearance**

No Citizens signed up to speak.

**4. Presentation and discussion regarding Community Experiences Master Plan Process**

Jessica Carpenter, Director of Community Experiences presented the Master plan process to the boards.

Master Plans are specific to Parks and Recreation Departments. Community Experiences last adopted a Master plan in 2017. Since that time, both the department and the Community have changed significantly.

Over the past year, a planning firm has been hired. The Community was given numerous opportunities to provide input. The overall consensus from the Community was 98 percent positive. Community input, ranked by priority, will provide the catalyst for the Master Plan.

**5. Discussion regarding Park Board Project Priority List**

Jessica Carpenter, Director of Community Experiences, presented the Project Priority List to the Board.

The Project Priority list is created from patron requests, staff needs, and budget allowances. Each year, the Parks and Recreation Board reviews the list to determine if priorities have changed and if projects need to be moved up or down on the list.

In 2025, the list will not be reviewed until the Master Plan is completed.

**6. Discussion regarding Library Strategic Plan**

Alexis Wellborn, Library Manager, updated the boards on the Library's strategic plan.

The Library integrated with Community Experiences in 2022. In 2025, the Library will update its Strategic Plan to align with the Community Experiences Master Plan and City of Coppell's 2040.

#### 7. Update regarding the Friends of the Library

Library Board Member Frank Gasparro gave an update regarding the Friends of the Coppell Public Library.

The Friends is a 501(c)3 charitable organization which acts as an advocate on behalf of the Cozby Library. In that capacity, the Friends have helped to fund discovery and literacy backpacks; Vox books, author visits; Holiday concerts; and Little Free Libraries.

The Friends are funded through membership drives and book sales. The Annual Big Book Sale is held each year in the Library during the weekend before Thanksgiving.

The Friends meeting is held on the fourth Monday of each month in the Library Meeting Rooms at 7pm.

#### 8. Update on current projects and programs

Jessica Carpenter, Director of Community Experiences, updated the Boards regarding current projects and programs.

The 6th Annual Gobble Wobble will take place on November 23rd with all proceeds donated to Coppell Animal Services. The Holiday Parade and Tree Lighting is scheduled for December 7th at 6:00 p.m.

The Magnolia Trail connection is under construction. Waging Tails Dog Park is in the final planning stages and should be under construction soon. A Veterans Memorial, designed by a Coppell resident, has been planned. The ribbon cutting is currently scheduled for November 11, 2025. MacArthur Park All Abilities Playground is in the planning stages. The next step will be to ask for community input.

Alexis Wellborn, Library Manager, reviewed upcoming library programs including: The Puzzle Competition on November 13th; Decades Party on November 18th; Big Book Sale November 22nd - 24th; Santa Story Time December 12th; and the Elf Academy on December 17th.

Youth Advisors from both boards discussed on-going proposals and projects.

#### 9. Adjournment

There being no further business before the Parks and Recreation and the Library Advisory Board, the meeting was adjourned at 7:37 p.m.

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Martha Garber, Library Board Chair

ATTEST:

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Laurie A. Arnold, Administrative Services Coordinator