



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes Library Board

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Thursday, March 13, 2025

7:00 PM

255 E. Parkway Blvd.

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### 2nd Floor Conference Room

**Carla Madrigal**  
Board Chair

**Anne Diamond**  
Board Vice Chair

**Martha Garber**  
Board Member

**Frank Gasparro**  
Board Member

**Seth L. Phillips**  
Board Member

**Haridas Radhakrishnan**  
Board Member

**Radhika Rajgopal Singh**  
Board Member

**Elizabeth Mink**  
Alternate Member

**Manisha N. Pagedar**  
Alternate Member

**Ananya Gogula**  
Youth Advisor

**Maiya A. Krishna**  
Youth Advisor

Notice is hereby given that the Library Advisory Board of the City of Coppell, Texas, will meet in the 2nd Floor Conference Room at 255 E. Parkway Boulevard at 7:00 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 at 7:00 p.m. by Library Board Chair Carla Madrigal.

Also present were Library Board Members Anne Diamond, Martha Garber, Frank Gasparro, Seth L. Phillips, Haridas Radhakrishnan, Radhika Rajgopal Singh; Alternate Board Members Elizabeth Mink and Manisha N. Pagedar; and Youth Advisor Maiya A. Krishna.

Youth Advisor Ananya Gogula was absent.

Staff in attendance were Library Manager Alexis Wellborn and Administrative Services Coordinator Laurie Arnold.

**2. Citizen's Appearance**

This agenda item provides an opportunity for citizens to address the Board or Commission on any matter. Anyone wishing to address the Board or Commission should register prior to the start of the meeting. There is a three (3) minute time limit for each citizen to speak. In the event that there are more than thirty (30) speakers registered for citizens appearance, the chairperson may reduce each speaker's time to no less than one minute per speaker.

The Board or Commission is not permitted to discuss or take action on any subject raised by a speaker during Citizens' Appearance

**None.**

**3. Approval of Minutes from February 13, 2025**

**Board Member Haridas Radhakrishnan moved to approve the Minutes from February 13, 2025, as presented. Board Member Radhika Rajgopal Singh seconded the motion. The motion carried by unanimous vote.**

**4. Review and discuss Library Board Goals and Objectives**

**Library Manager Alexis Wellborn read the Library Board's Goals and Objectives originally written by the Library Board to align with the Library's Strategic Plan and the City of Coppell's Vision 2040 in 2022:**

- 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**

**A discussion ensued regarding whether the Goals and Objectives require updating. It was determined that all updates should wait until after the revisions to the Library's Strategic Plan have been completed.**

**5. Discuss Library Board Agenda**

**2025 Library Board Agenda changes have been made at the request of the Coppell City Secretary. In an effort to align all Boards and Commissions, the Library has been asked to shorten Library Board meetings. Youth Advisor and Manager Reports will now be given on a quarterly basis. A monthly Manager's memo will give a short, update on Programs of Note for the Month.**

Informational statistics dashboards will continue to be distributed, but will not be discussed in the meetings.

**6. Review and discuss Amended Bylaws of Cozby Library and Community Commons Board**

The proposed changes made by the City Attorney to The Amended ByLaws of Cozby Library and Commons Board were briefly discussed. Several Board Members wished to make additional suggestions or recommendations. It was decided all recommendations would be sent to the Library by no later than Friday, April 4th. The Recording Secretary would compile the recommendations into one document and distribute it for discussion at the next Library Advisory Board Meeting.

**7. Youth Advisors' Report**

Youth Advisor, Maiya Krishna requested clarification regarding her responsibilities. Library Manager Alexis Wellborn explained that Youth Advisors are an important link for the Library and Library Board to the thoughts and opinions of Coppel's youth. She suggested that Maiya attend programs and speak with her peers about the Library. She could ask them what they like or would like to see at the Library. Board Member Frank Gasparro described the position as, "A conduit between the Youth and the Library and Library Board".

**8. Friends of the Coppel Public Library - Library Giving Day Update**

Board Member Frank Gasparro reviewed details of the first Library Giving Day of North Texas on April 1st. All proceeds will go to the Friends of the Coppel Public Library. The Friends help fund programs not covered in the Library's budget.

Gently used library donations of books and books on cd that have been published within the last five years; complete games and puzzles; and blurays and dvds are accepted daily at the Library. The Library will not accept incomplete games and puzzles; old books or damaged books; magazines and pamphlets or vhs tapes.

All book sales benefit the Friends.

The next Friends Meeting will be March 24, 2025, at 7p.m. in the Library.

**9. Library Manager's Report**

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

The Library is currently replacing many of the shelves in the Children's section. Due to a dishwasher leak, the Facilities Department will be replacing most of Library's staff kitchen.

On April 2nd, the entire Library staff will attend the Texas Library Association' (TLA) Convention in Dallas for Staff Development Day.

Effective June 1, 2025, the Library's hours will change:

**Current Hours: Lobby Opens @ 9 am M - F**

**M - T : 10 - 9**

**F 10 - 6**

**S 10 - 5**

**S 1 - 5**

**New Hours: No Separate Lobby Hours**

**M-T 9 - 8**

**F 10 - 5**

**S 10 - 5**

**S 12 - 5**

**There will be no Library Advisory Board meeting in July.**

**Library Manager Alexis Wellborn reviewed Programs of Note during the Upcoming Spring Break.**

**10.**

**Adjournment**

**There being no further business before the Library Advisory Board, the meeting was adjourned at 8:07 p.m.**

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**Carla Madrigal, Library Board Chair**

**ATTEST:**

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**Laurie A. Arnold, Administrative Services Coordinator**