

WILLIAM T. COZBY PUBLIC LIBRARY
LIBRARY BOARD MINUTES
May 14, 2015

The William T. Cozby Public Library Advisory Board met in regular session on Thursday, May 14th, 2015 in the Board Room of the William T. Cozby Public Library.

1. **CALL TO ORDER:** The meeting was called to order by Chairman, Wednesday Foster at 7:02 p.m. Other board members present were Emily Nance, Marilou Schrimshaw, Stephen Charters, Janet Koester, Adrienne Morton and Karla Tabor. Youth Advisor Christine Ji was also present. Staff in attendance were Library Director, Vicki Chiavetta, Assistant Director, Jane Darling and Sr. Administrative Technician, Kim McGrath.

2. **APPROVAL OF MINUTES FROM THE APRIL 9th, 2015 REGULAR BOARD MEETING:** Janet Koester moved to approve the minutes and Emily Nance seconded the motion. All were in favor and the minutes were approved.

3. **CITIZEN'S APPEARANCES:** None

4. **LIBRARY DIRECTOR'S REPORT:**

Vicki thanked the Friends for recognizing libraries and librarians during National Library Week.

- **Workload Indicators:** Project teams are busy preparing for the move to the Fire Administration building. The collection development team is working on how to divide the collections. The marketing team is promoting alternative meeting spaces.

The statistics remained about the same as in previous months. Digital services increased while circulation of printed material and patron visits declined.

- **Programs:** Festival of Nations (Sweden) had 90 people in attendance. The Science Kits were introduced on April 25th and have been very popular. The teen Anime program went well. Tea Time was a big hit. Star Wars Day drew 195 people and CozbyCon on May 6th had 180 in attendance. The book sale is May 16th and the Volunteer Fair is May 19th. The Friends Group will have a guest speaker on May 27th who will speak about the book, *The True American*, of which he is the subject.

5. **BUDGET UPDATE:** Vicki went over the FY 15/16 budget. The IT budget requests have been moved into the library budget rather than kept separate as in past years. This accounts for the large increase in the library budget.

6. **JOINT COUNCIL WORK SESSION:** Vicki will check on the status of the Joint Council meeting which is usually held in August.

7. **LIBRARY EXPANSION UPDATE:** The moving vendor selection is still being negotiated. The library name change was discussed. Vicki said that anything that has to do with the library expansion will use the new name, *Cozby Library and Community Commons*. The current name will be used while in the Fire Administration building. Karla asked about the name of the library while in transition- promoting the

temporary location versus the new library. Discussion ensued. Vicki passed around a postcard which the Marketing Team created that lists alternative places where patrons may go for meetings and study spaces. The architects are working on designing interior spaces with input from staff members. Technology needs are also being assessed. Several options are being considered to keep the expansion within budget.

8. YOUTH ADVISOR'S UPDATE: Christine Ji thanked the Friends Group for their donation of books for StoryPower. She spoke about Teen Nite and said she has worked on contacting friends to publicize the program and would like to have it continue during the summer.

8. FRIENDS OF THE COPPELL LIBRARY REPORT: Karla Tabor asked for help with setting up for the book sale on May 15th. The Friends will donate some books to the USO and StoryPower and some large print books to St. Joseph's. Any books remaining after the sale will be donated to CCA. She showed a sample of a new book bag which will sell for \$2. She also said that Adrienne is doing a great job with the Friends' Facebook page. Karla and Adrienne will attend a session in Dallas regarding the North Texas Giving Day which takes place in September. Karla talked about the book, *The True American*, and some ways to promote the upcoming event on May 27th. She said Amazon has an excellent summary of the book. Stephen Charters encouraged everyone to like and share the Friends Group on Facebook. Karla said the book will be advertised at the book sale. The Board discussed what to do with book donations while the library is in the Fire Administration Building as there will not be room to store many books.

9. LIBRARY BOARD GOALS AND OBJECTIVES: No discussion.

ADJOURNMENT: Chairman, Wednesday Foster adjourned the meeting at 7:46 p.m.

Wednesday Foster, Library Board Chair

Kim McGrath, Sr. Administrative Technician