

MEMORANDUM

TO: Library Board

FROM: Victoria A. Chiavetta, Director of Library Services

DATE: May 3, 2016

SUBJECT: Director's Report for Library Advisory Board

It's hard to believe but summer is almost upon us. Consequently, staff will be making a presentation to the Board about the Summer Reading Program. Jane will also share the latest photos of the library expansion; we have some light fixtures installed in the vaulted area of the building and it looks great. The brick and stone façade is being constructed and, as of this week, AC units were to be placed on the roof.

The May Library Board meeting will be our last one before summer so I hope you will be able to attend. Our August meeting will be a joint Council and Library/Park Board work session with the date to be verified. See you Thursday!

Workload Indicators

The Strategic Planning process began in earnest this week with a visit by the consultant, John Findlay, who kicked off the project with staff meetings, a Strategic Planning Committee workshop and interviews with a number of people including residents and staff.

RFID Request for Proposals were received last week; staff will begin to review them and determine which vendors may be asked to provide the library with a demonstration of their products.

Statistical data has not changed significantly during the month of April; we continue to monitor it to watch for anomalies.

Programs

This month, the library is hosting two volunteer fairs as we seek to assist Coppel residents in connecting with groups that need volunteers. The Adult Volunteer Fair is new this year and will be held on Saturday, May 14, from 12-2 pm at the Biodiversity Education Center.

The Teen Volunteer Fair will be on Tuesday, May 25, beginning at 6:30 pm and will also be held at the Biodiversity Education Center. If you would like to help out the staff with either of these programs, they are looking for people to volunteer for the Volunteer Fairs.

In addition to these and the usual literacy programs, CozbyCon returns on Saturday, May 21 from 1-3 pm at the Library on Southwestern.

Summer Reading Program Presentation

Strategic Plan Update

Library Expansion Update

Youth Advisor's Report

Friends of the Coppel Public Library Report

Library Board Goals & Objectives

FY16 Library Board Goals:

1. Participate in the strategic plan process
 - a. Attend a focus group
 - b. Invite community to contribute input
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
 - b. Represent the Library Board at City and civic events (i.e. Earth Fest, Farmer's Market)
 - c. Actively use social media to market library activities.

MISSION: *The William T. Cozby Public Library's mission is to nurture and sustain a family community for a lifetime by providing innovative, exceptional service and access to learning, information and enrichment.*

VISION: *The William T. Cozby Public Library inspires an informed, educated family community.*