

WILLIAM T. COZBY PUBLIC LIBRARY
LIBRARY BOARD MINUTES
August 11, 2016

The William T. Cozby Public Library Advisory Board met in regular session on Thursday, August 11, 2016 in the Second Floor Conference Room of Town Center at 255 Parkway Boulevard.

1. CALL TO ORDER: The meeting was called to order by Chairman, Janet Koester at 7:03 p.m. Other board members present were Emily Nance, Pat Nicks, Wednesday Foster, Adrienne Renner, Thomas Dwyer, and Youth Advisor Tharani Muthukumar. Staff in attendance were Director Vicki Chiavetta, Assistant Director Jane Darling, and Sr. Administrative Technician Kim McGrath.

2. APPROVAL OF MINUTES FROM THE MAY 12th REGULAR BOARD MEETING:
Pat Nicks moved to approve the minutes and Tom Dwyer seconded the motion. All were in favor and the minutes were approved.

3. CITIZEN'S APPEARANCES: None

4. LIBRARY DIRECTOR'S REPORT:

- **Workload Indicators:** The Strategic Plan workshops held in June and July produced some excellent ideas for the future direction of the library with input from the community and staff. The final workshop is scheduled for August 22nd.

Jane is in the process of ordering furniture for the renovated library.

Staff will begin tagging materials for the RFID once the tagging machines arrive. Vicki said the library may ask for volunteers from the Friends Group to help with the project.

- **Programs:** The library partnered with other departments for many of the summer programs. Splish Splash Story Time at The CORE has been a great success with attendance often exceeding 200. The performers programs held at Austin Elementary were well attended along with the programs held in partnership with the Biodiversity Center.

Programs for September and October will consist mainly of story times as staff prepares to move back to the renovated library building.

5. PRESENTATION BY JAMIE BRILL: Board member was not present.

6. YOUTH ADVISOR INTERVIEWS: Pat Nicks and Janet Koester volunteered to help with interviews which will be held on Tuesday, October 18th at Town Center.

7. STRATEGIC PLAN UPDATE: The last session will be on August 22nd from 6:30 p.m. – 8:30 p.m. A major focus of the workshops has been on partnering with organizations and the community. A draft of the plan will be presented. Vicki invited Board members to attend.

8. LIBRARY EXPANSION UPDATE: Jane gave a PowerPoint presentation of the construction progress. Vicki said the contractors plan to turn the keys over to the library at the end of September. Plans

are for the move, which will be in several phases, to begin in October. The library hopes to reopen on October 31st with the Grand Reopening scheduled for November 19th. A Preview Gala will be held on October 29th. Vicki offered an early tour of the building for Board members.

9. YOUTH ADVISOR'S REPORT: Tharani talked about using the student run media at the high school to advertise the library's reopening and make students aware of what is available in the new building.

10. FRIENDS OF THE COPPELL LIBRARY REPORT: Adrienne Renner gave an update on the Friends Group. They plan on having a table at the Farmer's Market on August 27th. The Group is focusing on North Texas Giving Day on September 22nd and have discussed partnering with other organizations for the event. Adrienne showed t-shirt samples with the Friends logo which they plan to have available for sale at the Farmer's Market and the library along with tote bags.

11. LIBRARY BOARD GOALS AND OBJECTIVES: None discussed.

ADJOURNMENT: Chairman, Janet Koester adjourned the meeting at 8:01 p.m.

Janet Koester, Library Board Chair

Kim McGrath, Sr. Administrative Technician