

COZBY LIBRARY AND COMMUNITY COMMONS
LIBRARY BOARD MINUTES
May 14, 2020

The Cozby Library and Community Commons Advisory Board met via Zoom session on Thursday, May 14, 2020.

- 1. CALL TO ORDER:** The meeting was called to order by Chair Frank Gasparro at 7:08 p.m. Other Board members present were Mathew Ittoop, Janet Koester, Adrienne Morton, Sherry Carr-Smith, Martha Garber, Madeleine White and Rizwana Husain. Youth Advisors Vishnu Marella and Advika Varadharajan were also present. Staff in attendance were Director Dennis Quinn, Assistant Director Amy Pittman-Hassett, Librarian Sarah Silverthorne and Sr. Administrative Technician Kim McGrath.
- 2. APPROVAL OF MINUTES FROM THE MARCH 12TH REGULAR BOARD MEETING:** Adrienne Morton moved to approve the minutes and Mathew Ittoop seconded the motion. All were in favor and the minutes were approved.
- 3. CITIZEN'S APPEARANCES:** None
- 4. DIRECTOR'S REPORT:** Librarian Sarah Silverthorne gave an overview of the 2020 Summer Reading Program. The programs will be virtual and the Library will hand out activity bags based on the age of the child. There will also be adult bags available. She stressed that while the approach to this year's Summer Reading Program has changed, the mission remains the same which is to help children keep up with math, science and reading skills. The theme of this year's program is Imagine Your Story. There will be no in-person summer volunteers but virtual opportunities will be available.

Director Dennis Quinn gave a recap of how the Library conducted business after closure to the public. Staff began working from home on March 23rd. On May 4th, as part of Phase I of the reopening plan, a limited curbside pickup service began. A sign-up system for staff to come into the office was instituted as part of Phase II. The reopening committee is currently working on Phases III & IV.

Since the Library has remained closed, the statistics are skewed for the month. The numbers should be up a bit. Frank Gasparro asked about masks and Dennis said they will be a requirement for both staff and public. Madeleine White asked about the budget and COVID-19 related savings. Dennis said the City has planned well due in large part to the anticipated change in sales tax revenues. Frank asked about the regular staff huddle meetings and Dennis replied that staff was continuing to meet via Skype. Janet Koester asked about the copy center and Dennis said staff is working on a plan as part of the limited reopening.
- 5. MEETING ROOM GUIDELINES:** Assistant Director Amy Pittman-Hassett went over changes to the meeting room guidelines. Madeleine White moved to approve the changes, Janet Koester seconded, all were in favor and the changes were approved.
- 6. YOUTH ADVISOR'S REPORT:** Vishnu requested more eBooks be made available-particularly those in high demand and downloadable movies. Amy replied that cloudLink has 160,000 titles available and Access Video on Demand is available for streaming. Advika suggested ideas to help

local businesses. Dennis responded that the Library can help with partnerships and information. She also suggested making cards for health care workers to boost morale.

7. FRIENDS OF COPPELL LIBRARY REPORT: Adrienne Morton said the Friends will have a virtual meeting to vote on officers and discuss future events.

8. LIBRARY BOARD GOALS AND OBJECTIVES: Chair Frank Gasparro read over the goals and objectives. Dennis said that plans for the next strategic plan are still on the radar.

9. ADJOURNMENT: Chair Frank Gasparro adjourned the meeting at 7:59 p.m.

Frank Gasparro, Library Chair

Kim McGrath, Sr. Administrative Technician