

**COZBY LIBRARY AND COMMUNITY COMMONS
LIBRARY BOARD MINUTES**

August 13, 2020

The Cozby Library and Community Commons Advisory Board met on Thursday, August 13, 2020 via Zoom session.

- 1. CALL TO ORDER:** The meeting was called to order by Chair Frank Gasparro at 7:02 p.m. Other Board members present were Janet Koester, Adrienne Morton, Sherry Carr-Smith, Jan Lorrain, Madeleine White, Martha Garber, Mathew Ittoop 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 and Sr. Administrative Technician Kim McGrath.
- 2. APPROVAL OF MINUTES FROM THE JULY 9TH REGULAR BOARD MEETING:** Jan Lorrain moved to approve the minutes and Madeleine White seconded the motion. All were in favor and the minutes were approved.
- 3. CITIZEN'S APPEARANCES:** None
- 4. DIRECTOR'S REPORT:** Library staff is working with flexibility and creativity to get things done in the current environment of virtual programs. The Library is not open for browsing but is continuing to offer alternatives such as curbside pickup, lobby holds and computer/printing appointments. Grab bags and craft kits are available for pick up. Library staff is working with CISD librarians to help with challenges of this school year. A staff member will be present at CISD librarian monthly staff meetings and vice versa. The Library has seen an increase in foot traffic. Staff is planning fall programming which will be virtual. There is no date as yet for in-person programming. The Library continues to look to the CDC and the medical community for guidance in forming reopening plans. Different staffing options are being discussed.

Dennis showed a spreadsheet with statistics for the 2019 versus 2020 Summer Reading Programs. There was a 33% increase over last year. Staff is still adding up votes for the community prize that will eventually be added to the collection.

Regarding tutoring opportunities brought up at the previous Board meeting in July, these would have to be limited to virtual sessions and there are potential liability issues unless background checks are performed on all tutors. Also, zoom spaces are not seen as feasible at this time. Frank asked about tutorials on distance learning. The Library is planning a program on skills for success when doing distance learning. A tutorial on how to use tutor.com is planned. The Library is continuing with book clubs, Got YA and arts and crafts programs. An author visit and writing workshop with Erin Yun is on the calendar. The return of Family Fun Night, Diwali and Children's Storytime in a virtual setting is in the works as well as a three-part series on teen mental health and programs on voting and elections. September is library card sign-up month and a Wonder Woman promo video will be used to help publicize the event. Madeleine White asked about having a program with tips for parents of online students. Dennis said the Library will look into making something available for those parents. The Library is pushing out more content regarding library services. The City of Coppell's YouTube page offers a number of how-to's in areas of interest pertaining to the Library.

5. FALL 2020 BOARDS AND COMMISSIONS INTERVIEWS: Dennis went over the process for Library Board applications which will be accepted through September 25th. For the Youth Advisor interviews, those Board members who wish to participate will convene early on Library Board night (6 p.m. on October 8th) to conduct interviews of the youth applicants. The City is looking at various dates in October for regular Library Board interviews. Applicants should receive emails from the City Secretary with information on dates.

6. YOUTH ADVISOR'S REPORT: Vishnu suggested Netflix, Hulu and Amazon Prime for the Library to share with patrons. Dennis replied that shared log-ins are not permitted. The Library currently offers Access Video on Demand and has looked into other options. Advika suggested an in-person program such as a concert at Town Center which would utilize social distancing. Dennis said the Library is considering a drive-in storytime. Advika also mentioned having book recommendations for the public whereby patrons could place sticky notes in a visible area for others to view. Recommendations could also be put on Facebook. The Library is currently offering a reader's advisory service.

7. FRIENDS OF COPPELL LIBRARY REPORT: There will be no big book sale this year. The Friends plan to use the Farmer's Market as a venue for mini book sales. The next Friends meeting is August 24th. Details are being worked out for participation in N. Texas Giving Day on November 17th.

8. LIBRARY BOARD GOALS AND OBJECTIVES: No discussion.

9. ADJOURNMENT: Chair Frank Gasparro adjourned the meeting at 7:53 p.m.

Frank Gasparro, Library Chair

Kim McGrath, Sr. Administrative Technician