

## MEMORANDUM

**TO:** Library Advisory Board  
**FROM:** Dennis Quinn, Director of Library Services  
**DATE:** Monday, April 5<sup>th</sup>, 2021  
**SUBJECT:** April Director's Report

Greetings Boardmembers! Our April meeting will be held this Thursday evening at 7pm via Zoom, with login instructions sent to you under separate cover. Citizens are also welcome to attend, as usual with open meetings, and have only to contact Library staff for the login instructions.

### **Operational Update**

Since the Board's March meeting, City facilities have resumed requiring customers to wear face masks while visiting City facilities, at the direction of City Council. Aside from this, the Library's operations have not changed since the March meeting.

Staff are currently developing plans for operational changes to take place in early May. The intent is to continue to reinstate facility hours and services that have been unavailable during the pandemic, insofar as staffing capacity and CDC-recommended safety precautions will allow. I will report further details of the plan at our meeting, though many pieces will still be unconfirmed at that time.

### **Workload Indicators**

Stats updated through March are included in your packet. Several metrics related to onsite service are seeing increases, most notably visitor count, circulation, technology usage, reference questions, and new registrations. This is likely due to the Library now being open on a come-and-go basis with no appointments needed.

### **Programs and Events**

March program highlights included a galette baking class with Tony the Baker (28 attendees), a program on Native American cultures (25 attendees), and a slate of grab bags and take-and-make kits for all ages that went out to a total of 416 participants over the course of the month. April programs include classes on no-knead baking, Japanese-inspired snacks, and gardening with plants native to our area, as well as a conversation with local faith leaders on how the past year of the COVID pandemic has impacted their congregations and the community at large. The latter will conflict with our meeting this Thursday, but a recording of the program will be made available at a later date.

(cont'd)

More details on Library programs and events can be found at:

- <https://cozbylibrary.librarymarket.com/events/month>
- <https://www.coppelltx.gov/calendar.aspx?CID=26>

### **Extended-Hours Access**

The Board will receive a progress update on the extended-hours access system, and an overview of policy issues to be considered. Staff is working to prepare a policy for the Board's approval at the May meeting.

### **Library Board Goals & Objectives**

1. Participate in the implementation of the strategic plan
  - a. When needed, recruit volunteers to assist with programs or Library services
  - b. Identify potential community partners
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 and Council meetings
  - b. Represent the Library Board at City and civic events
  - c. Actively use social media to market Library activities

### **OUR VISION**

*The Cozby Library and Community Commons is the heart of the community where citizens are empowered to Imagine, Discover, Engage and Achieve in an environment that cultivates curiosity, collaboration and creativity.*

### **OUR MISSION**

*We serve our community by helping our citizens develop their talents, acquire knowledge, embrace their passions, and fulfill their dreams*