

MEMORANDUM

TO: Library Advisory Board

FROM: Dennis Quinn, Director of Library Services

DATE: Friday, October 8th, 2021

SUBJECT: October Director's Report

Greetings Boardmembers! We've gotten our first taste of fall, and our October meeting is upon us. We will convene next Thursday evening, October 14th, at 7:00 pm in the Conference Room at the Library.

Prior to the meeting, interviews will be conducted for the 2022 Youth Advisor positions. These interviews will also be held in the Conference Room, and will start at 6:00 pm. If you are participating on the interview panel, please plan to arrive about 5-10 minutes early so that we may begin on time.

Operational Update

Effective Monday, October 4th, the Library has returned to its full 70-hour, 7-day service schedule as it was prior to March 2020. Since May of 2021, the Library had been observing a reduced schedule of 47 hours over 6 days per week, being unable to sustainably support its full schedule at the reduced staffing level due to vacancies frozen just prior to the onset of the COVID-19 pandemic. In late July 2021, Council authorized the filling of all Library vacancies in order to resume full hours around the start of FY21-22.

As of the date of this memo, only two part-time positions remain unfilled: one part-time Library Technician (for which interviews were conducted this week) and one part-time Library Clerks (for which applications have been received).

The Library has also launched its Library of Things collection, whose purpose is to connect community members to tools, skills, and learning experiences that they may not otherwise seek due to factors such as cost of entry or infrequency of need. Staff are working to promote awareness of the collection and to invite the public's participation and feedback on future additions.

Workload Indicators

Statistics through the end of September (and thereby the end of the 2020-2021 fiscal year) are provided with your agenda packet. Along with the customary data tables, you will also receive a set of five-year retrospective charts that show workload measures from FY20 and FY21 in relation to the Library's pre-COVID trends.

Many measures related to one-on-one in-person service have not fully returned to prior levels, due largely to the Library being open for fewer hours. Though some variation in customer usage patterns

should still be expected, it is anticipated that many measures will continue to increase with the return to full hours.

Programs and Events

September saw the continuation of Wednesday storytimes, both outdoors and indoors, averaging over 50 attendees per event. Saturday educational programs for teens and adults were well-attended and received positive feedback, including insights on hate crimes (presented by an FBI special agent), Math SAT prep (led by two CISD seniors), extreme weather preparation, a Human Library event, and a Meet Your Neighbor panel on stories from the Hispanic Community.

Passive programs were a major feature this month. In addition to steady continuation of Teen LitBoxes and crafts, the Virtual Storytime Room welcomed over 100 visitors and Craftapalooza drew over 1,000 participants.

October programs of note include a continuing series of Math SAT prep sessions, educational programs on a range of topics including mental health, dyslexia, and Shariah law, and a special outdoor Halloween storytime (Oct 26th). October will also see the return of STEAM club for K-5th graders, and the Coppel Writers' Group will resume meeting at the Library after having met virtually and at other locations during the pandemic.

Library staff and members of the Community Builders will also be operating an activity booth at the Kaleidoscope festival, which will take place on Saturday, October 16th at Andy Brown East from 11:00 am until 3:00 pm.

Strategic Plan

The first of two planning workshops is scheduled for Saturday, October 23rd, from 1:00 to 5:00 pm. Several Board members have indicated interest in participating; staff will be coordinating with you during the coming week to prepare for the workshop.

It is likely that the Board may need to convene for a meeting in December, following the workshop on December 4th, to receive the group's final recommendations and consider them for approval so that staff may proceed to develop more specific goals, objectives, and action steps. Not having this meeting risks delaying the process into January 2022. If you are aware of schedule conflicts that would preclude your attending a meeting on Thursday, December 9th, please let me know at your soonest convenience.

Reports

The Board will receive reports from Youth Advisors, Board members, and the Friends of the Coppel Public Library.

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