



City of Coppell, Texas

255 E. Parkway Boulevard
Coppell, Texas
75019-9478

Minutes Library Board

Thursday, February 9, 2023

7:00 PM

255 E. Parkway Blvd.

Martha Garber
Library Board Chair

Mathew Ittoop
Library Board Vice Chair

Anne Diamond
Board Member

Patricia Graziano
Board Member

Frank Gasparro
Board Member

Sekhar Katkam
Board Member

Haridas Radhakrishnan
Board Member

Carly Brenner
Alternate Member

Carla Madrigal
Alternate Member

Saloni Roy
Youth Advisor

Olivia Willey
Youth Advisor

Notice is hereby given that the Library Advisory Board of the City of Coppell, Texas, met in the Conference Room at Town Center, 255 E. Parkway Boulevard, Coppell, Texas.

Regular Session (Open to the Public)

1. Call to Order

The meeting was called to order at 7:03 p.m. by Board Chair Martha Garber.

Also present were Board Vice Chair Mathew Ittoop; Board Members Anne Diamond, Frank Gasparro, and Haridas Radhakrishnan; Alternate Members Carly Brenner and Carla Madrigal; and Youth Advisors Saloni Roy and Olivia Willey.

Board Member Patricia Graziano attended virtually via Zoom.

Board Member Sekhar Katkam was absent.

Staff in attendance were Dennis Quinn, Director of Library Services; Amy Pittman-Hassett, Assistant Director of Library Services; Adam Richter, Assistant Director of Community Experiences; and Laurie Arnold, Administrative Services Coordinator.

2. Citizens' Appearance
This agenda item provides an opportunity for citizens to address the Board or Commission on any matter. Anyone wishing to address the Board or Commission should register prior to the start of the meeting. There is a two (2) minute time limit for each citizen to speak, additional time may be granted by the Board or Commission.
The Board or Commission is not permitted to take action on any subject raised by a speaker during Citizens' Appearance.
None.
3. Approval of Minutes from January 12, 2023

Board Member Haridas Radhakrishnan moved to approve the Minutes from the January 12, 2023 meeting as presented. Board Vice Chair Mathew Ittoop seconded the motion. The motion carried by unanimous vote.
4. Consider Approval of Amended Policy Guidelines for Promotional Materials

Amy Pittman-Hassett, Assistant Director of Library Services, reviewed the proposed changes to the Policy Guidelines for Promotional Materials.

After discussion, the Board requested a legal opinion from the City Attorney regarding the possible need for a disclaimer. The Guidelines will be revisited at a future meeting.
5. Director's Report

Dennis Quinn, Director of Library Services, reviewed Library operations, programs, and events.

The Library conducted a planned software update that went very smoothly. Next week, the carpet in Study Rooms A-E will be replaced. Patrons have been notified that the rooms will not be available the during the replacement.

Monthly statistics are trending up year over year. The Library is currently conducting a survey to collect feedback from patrons who check out the Early Literacy and Discovery Backpacks.

February events will include a guest speaker program on Texas Black History, developed in coordination with the Community Builders.
6. Board Member and Youth Advisor Reports

Youth Advisors Saloni Roy and Olivia Willey spoke regarding the newly formed Teen Advisory Group and addressing the needs of both younger and older teens.

Board Member Patricia Graziano spoke regarding addressing the needs of new adults, possibly through programming about cooking.
7. Friends of the Coppell Public Library Report

Board Member Frank Gasparro reviewed the activities of the Friends of the Coppell Public Library.

There is currently an open Treasurer position on the Friends Board.

The Friends are automating their membership communication processes. February is membership renewal month. The next Friends meeting is February 27, 2023.

8. Review and discuss Upcoming Library Events

Dennis Quinn, Director of Library Services, reviewed upcoming Library programs and events.

9. Review and discuss Library Board Goals and Objectives

Board Chair Martha Garber reviewed the Library Board Goals and Objectives:

1. Participate in the implementation of the Library's Strategic Plan
 - a. Library services reflect the Coppell community and its many facets
 - b. Library services and information are conveniently accessible to all
 - c. Library maintains a healthy network of partners throughout the Coppell community
 - d. Library services are provided in an effective and sustainable manner
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

10. Adjournment

There being no further business before the Library Advisory Board, the meeting was adjourned at 8:05 p.m.

Martha Garber, Library Board Chair

ATTEST:

Laurie A. Arnold, Administrative Services Coordinator