

BURLESON PUBLIC LIBRARY ADVISORY BOARD
May 23, 2023
DRAFT MINUTES

Call to Order - 6 P.M.

Board Members Present

Jim Wadlow (arrived at 6:05 p.m.)
Gabrielle De La Cruz (arrived at 6:02 p.m.)
Claire Coggin
Joan Coubarous
Daniel McClain
Amanda Cognasi
Toni WingJenkins
Janet Farmer

Board Members Absent

Sara Navarrette

Staff in Attendance:

Sara Miller, Deputy Director-Library
Paula Skundberg, Recording Secretary

1. Call to Order 6 PM

2. Approve the minutes from the Library Board meeting.

A. Consider approval of the minutes from February 28, 2023 Library Board meeting.

Motion was made by Daniel McClain and seconded Claire Coggin to approve the minutes with amendment to 2023 meeting schedule.

Motion Passed 6-0. Absent Sara Navarrette

3. Citizen Appearances - None

4. Reports and Discussion Items:

A. Hold a discussion and receive a report regarding the Burleson Public Library services and programs. (Staff Presenter: Sara Miller, Deputy Director-Library)

Staff gave a presentation of Library services and programs for the reporting period February - April 2023: Highlighting Special Events Pi-Day Pi-K (March 14, 60 attendees), Craft Supply Swap (April 1, 60 attendees) and Meet the Authors & Writing Mini-Workshops (April 29, 36 attendees) plus Programs for Kids, Teens, and Adults. Did you Know? marketing campaign; \$75k grant awarded to MetroShare Libraries;

Collection spotlight and summary of circulation statistics. Staff responded to board member's comments and questions.

B. Hold a discussion and receive a report regarding Burleson Public Library's 2022-2023 projects and supplemental budget requests for 2023-2024. (Staff Presenter: Sara Miller, Deputy Director-Library)

Staff gave a presentation regarding the library's 2022-2023 projects and supplemental budget requests for 2023-2024, which included overview of the Library Master Plan and Facility Study - Year two; library outreach vehicle and the new replacement furniture for public areas. Staff reviewed the proposed supplemental budget requests: a laptop vending kiosk and library furniture replacement for the meeting and conference rooms and the three study rooms. Staff responded to board members comments and questions.

5. Board Requests for Future agenda Items or Reports

- Request to increase board meetings from quarterly to every other month for the new year. Staff shall present a revised schedule for board's consideration at the November meeting.
- Next meeting is August 22, followed by November 28.
- A recap of the Summer Reading Club programs, services, activities and events will be presented at the next meeting.

6. Adjourn

There being no further business, Chair Joan Coubarous adjourned the meeting.

Time – 7:03 p.m.

Paula Skundberg, Recording Secretary