

BURLESON PUBLIC LIBRARY ADVISORY BOARD

August 26, 2025
DRAFT MINUTES

Call to Order: 6 P.M.

Board Members Present

Toni Wing-Jenkins, Vice Chair
Charlotte Vandervoort
Claire Coggins
Joan Coubarous
David Davidson

Board Members Absent

Jim Wadlow
Madison Kahan
Amanda Cognasi
Daniel McClain

Staff Present

Sara Millier, Deputy Director-Library
DeAnna Phillips, Director, Community Services
Kimberly Arrington, Recording Secretary

1. **Call to Order:** 6 p.m.

2. **Citizen Appearances:**

None

3. **General:**

A. Consider approval of the minutes from February 25, 2025, Library Board Meeting. (Staff Contact: Sara Miller, Deputy Director- Library).

Charlotte Vandervoort moved to approve minutes, Joan Coubarous seconded the motion. Approved unanimously, except for members absent.

B. Elect a Chair and Vice Chair to Serve for the Year 2026. (Staff Contact: Sara Miller, Deputy Director-Library)

Claire Coggins nominated Toni Wing-Jenkins for Chair. Joan Coubarous seconded the nomination. Approved unanimously, except for members absent.

Toni Wing-Jenkins nominated Charlotte Vandervoort for Vice Chair. Claire Coggins seconded the nomination. Approved unanimously, except for members absent.

C. Receive a report and hold a discussion and provide feedback regarding the Burleson Public Library services and programs. (Staff Contact Sara Miller, Deputy Director-Library)

Staff gave an update of library services and programs for the months of March to July, which included an overview of the programs for all age groups, community events and outreach as well as library statistics.

D. Receive a report, hold a discussion and provide feedback regarding Burleson Public Library marketing and community engagement efforts. (Staff Contact: Sara Miller, Deputy Director-Library)

Staff gave an update on the library's marketing efforts, including social media highlights and customer feedback, e-mail marketing, direct mail marketing for new residents. Staff also discussed community engagement activities.

E. Receive a report, hold a discussion and provide feedback regarding the activities of the Friends of the Burleson Public Library. (Staff Contact: Sara Miller, Deputy Director-Library)

Board member Toni Wing-Jenkins presented the report. Highlights were given on the many events and activities that are conducted by the Friends of The Library (FOL) volunteers.

4. Community Announcements:

Board member Toni Wing-Jenkins shared that September 6-13 is the next Bag of Books Bonanza, where people can buy a bag of books for only \$5.

Also, on September 23rd, The Friends of the Library will sponsor a program called All the Bells and Whistles: the supersized history of homecoming mums in Texas with author, Amy J. Schultz.

5. Board Request for Future Agenda Items or Reports:

None

6. Adjourn:

There being no further business Vice Chair, Toni Wing-Jenkins adjourned the meeting.

Time – 6:48 p.m.

Kimberly Arrington, Recording Secretary