



# Library Advisory Board

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## Minutes

### Virtual Meeting

February 8th, 2021 – 7:00 p.m.

Virtual Meeting via Zoom Link:

<https://us02web.zoom.us/j/82028586655>

#### CALL TO ORDER

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*Announce the presence of a Quorum.*

Board Chair, Janice Borland called the meeting to order at 7:07pm. The following Library Board members were present: Juan M. Azcarate III, Arthur Borgemenke, Janice Borland, Rosalynn Davis, Toshia Kimball, Carla McCullough, Ofilia Barrera, Board Liaison. Irene Chavira was absent.

#### CITIZENS COMMENTS ON NON-AGENDA ITEMS

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*Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.*

No citizens were present at the meeting.

#### PRESENTATION

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No presentations were given at the meeting.

#### BUSINESS ITEMS

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##### 1. Consider and act upon approval of the Minutes of the January 11th, 2021 Library Board Meeting.

###### Board Action:

- The Library Board Minutes of Monday, January 11th, 2021 needed no corrections.
  - ◆ Rosalynn Davis made a motion to approve the minutes
  - ◆ Carla McCullough 2nd the motion, all approved

#### REGULAR AGENDA – DISCUSSION ITEMS

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##### 1. Update on Meeting Room Policy.

- Ofilia Barrera informed the board that she received the reviewed copy of the room policy from the City Attorney at 4:30 on Friday, February 5th with no comments for corrections.
  - ◆ Ofilia Barrera is in the process of cleaning up the policy from previous corrections
  - ◆ A few library employees will proofread the policy once changes have been made.
- Ofilia Barrera plans to have the policy ready to submit the Thursday before March's meeting in order to give the board time to review the policy before it is presented to the Council.

##### 2. Staff Spotlight: Yvonne Barberini

- Ofilia Barrera introduced the board to the library's new administrative assistant: Yvonne Barberini

- ◆ She has been with the library for one month today
- Yvonne Barberini talked about how she and 3 other employees within the City of Wylie are helping the Wylie Fire Department schedule vaccine recipients for Friday, Feb 12th and Saturday, Feb 13th
  - ◆ The library also helped find a scheduling system for the Fire Department, making it easier and more secure to schedule vaccine appointments.

### 3. 2020 Achievement of Excellence in Libraries Award

- SPL has received an Excellence in Libraries Award, of the 568 public libraries in Texas only 56 libraries received the award putting SPL in the top 10% of libraries in the state.
  - ◆ This is not the first time that SPL has received this award.
- Janice Borland inquired about the National Medal Award where the library was nominated by Colin Allred
  - ◆ Ofilia Barrera stated that word back on that award will come in the spring, she will give an update if anything is mentioned.
- Janice Borland also asked if the TLA Conference is going to take place this year
  - ◆ The conference will be held virtually this year making it cost-effective for all librarians to attend.
  - ◆ Content from the event will be on the website for a month giving everyone time to view everything.

### 4. Strategic Plan Strategy

- SPL has started working on a new 3-year strategic plan
  - ◆ Yvonne Barberini has started doing research on libraries similar to SPL's size and City of Wylie population.
  - ◆ Small staff meetings with the head of each department were scheduled to present the finding of the research and to ask what they envisioned for the library in the next 3 years
  - ◆ Ofilia Barrera will be hosting small meetings with the rest of the library staff to gather their input on what the library should provide. An open document has been released so staff can put ideas together.
  - ◆ Another part of the process will be to get a survey out to the public to find out their opinions on the library, and what they would like to see implemented.
  - ◆ The strategic plan will need to be included in the annual report which is due July 31st.
- Ofilia Barrera requested that the board members also think about what they would like to see at the library and we can start to discuss their ideas at the next meeting.
  - ◆ Ideas were suggested during the meeting:
    - Having a city-wide book club
    - Authors coming to discuss books in person or virtual
      - The library is planning on partnering with Colin College; they can host the event as they have a larger meeting space.
    - Going fine free at SPL (New trend in other libraries)
      - Ofilia Barrera expressed how patrons were very interested in not having late fee fines
      - Patrons can keep a book as long as they like however they can not check out new books until previous books are returned.

### 5. New Topics

- Carla McCullough asked how patrons can find out what events are being held at the library if they are not coming to the library.
  - ◆ Ofilia Barrera let the board know the best way to find out about the events are through Facebook and the library website.
    - Adult programs have not seen a drop off in attendance, it has seen an increase in patrons from all over the world for certain events.

- ◆ Ofilia Barrera also stated she can give the board an overview of events that are coming up in future meetings
- ◆ Arthur Borgemenke also suggested that the library post events through the City of Wylie water bill for people who don't use online resources
  - Ofilia explained that the library does use that resource for big events but not all due to demand from other city departments.
- Ofilia Barrera informed the board that SPL has started a StoryWalk behind the library, the first one was held February 1st-7th, it had a great response.
  - ◆ Another is planned for Spring Break, Ofilia will try to advertise that in the water bill, since kids who participate in it can get a prize at the library.
- Toshia Kimball inquired if the library will start accepting donations again.
  - ◆ Ofilia said a post was created this week to get new volunteers who can go through all the donations, once they are quarantined.
  - ◆ The plan is to be ready to accept donations by next month.

#### 6. Closing

- Exact date for donations
- Overview of programs
- New staff member to meet
- Meeting room policy
- Board feedback for strategic plan

## **ADJOURNMENT**

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Meeting adjourned at 7:48pm.

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**Janice Borland, Chair**