



# Library Advisory Board

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## Minutes

**In-person Meeting**  
**June 24, 2024 – 7:00 p.m.**  
**Council Chambers**

### CALL TO ORDER

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*Announce the presence of a Quorum.*

Justin called the meeting to order at 7:02 pm. The following Library Board members were present: Justin Strauch, Brian Ortiz, Monica Munoz, Zachary Todd, Roberta Schaafsma, Irene Chavira & Toshia Kimball & Ofilia Barrera Board Liaison.

### STAFF SPOTLIGHT

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*Megan Goode, Reference Assistant (Adult Services)*

Megan has been with the library for 11 years; she joined the staff in 2013. She enjoys the variety of different projects her position is a part of.

- Senior Book Club
- Silver Linings
  - Outreach for citizens with any kind of mobility impairment
- Interlibrary loans

Megan also enjoys her time at the help desks. This affords her the opportunity to interact with Wylie citizens.

- Toshia inquired how the books are chosen for the Senior Book Club.
  - ◆ With a need for books in a variety of formats: large print, regular print, digital, & audio, the Adult Services Staff composes a list of around 20 popular titles and the book club members vote for their top 11 choices.
    - Ofilia added, The Friends of the Library have begun purchasing the books for the club because since Covid the cost for large print books has become very expensive.
- Justin asked what the average attendance is for the Senior Book Club.
  - ◆ Usually from 15 to 20 and many have been attending for 8 or more years.
- Roberta questioned if this is the same book club that used to meet at the Senior Center.
  - ◆ It is; however, since the transformation of that facility into the Community Center, the library has fully taken on all aspects of the club.

### 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.*

## CONSENT AGENDA

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### 1. Consider and act upon approval of the Minutes of the April 22, 2024 Library Board Meeting.

#### **Board Action:**

- The Library Board Minutes of April 22, 2024.
    - ◆ Justin encouraged members to review the minutes.
    - ◆ A misspelling was pointed out and attributed to the autocorrect feature: three occurrences of Brain should be Brian.
      - Zach made a motion to approve the minutes with the three spelling edits.
      - Monica seconded the motion.
- All votes were in favor; the motion passed 7-0.

## WORK SESSION – DISCUSSION ITEMS

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### WS1. Review the monthly report

While providing an overview of the report to the Board, Ofilia noted that this month's report reflects the beginning of Summer for the Library as well as the impact of the storm that left many citizens without electricity for some time.

- The large increase in attendance for Kid Events is primarily due to the Summer Kick-Off Event which had just over 2200 in attendance.
- Justin requested clarification on the New Borrowers section.
  - ◆ Ofilia confirmed that those numbers represent new library card accounts.
- Toshia asked for an update on Business Exchange.
  - ◆ Attendance typically drops around holidays and during the summer; then picks back up in the fall.
- Zach inquired about the tour given to the Town of Prosper.
  - ◆ The mayor, city management staff, and library staff for Prosper are touring several other libraries to get ideas. They are looking to build a new library, possibly a library/rec combination, and were interested in the pros & cons of the setup.
- Toshia asked how the library garden is doing.
  - ◆ The summer heat does have an effect on the garden and its volunteers. Many of the volunteers come early in the mornings and the watering schedules have been increased. A new garden shed has been installed.
- Justin questioned what two meeting highlights were: Lisa's virtual meeting with the Hoopla Rep and Ofilia & Debbie's meeting with B&B Theaters.
  - ◆ The Hoopla meeting was to discuss possible budgeting solutions.
  - ◆ B&B Theaters invited the library to have an information table setup at the showing of IF, the movie about imaginary friends. It was a great way to connect with people from some of the farther out areas such as: Rockwall, Royse City & Greenville.
- Justin asked for more information in reference to the meeting with a vendor regarding the smart chute and people counters.
  - ◆ The current smart chute is in need of an upgrade; however, it would be very expensive. The people counters only read individuals passing through the gates near the service desk; they do not capture those who enter the building and head directly to events in the rooms just off the lobby. The meeting was with an alternate vendor in hopes that they will be able to offer some reasonable solutions.
- Justin asked how the Taste of Wylie was.
  - ◆ Xcenia shared her experience as a first time volunteer.
- Toshia inquired about the FY25 Budget talks.

- ◆ The library has only requested a slight increase for digital resources.

## **WS2. Review upcoming programs**

Oflia highlighted a few of the noteworthy programs coming up in July.

- Friends of the Library Annual Book Sale & Presale
- Harry Potter's Birthday Party
- Mariachi Harp
- Justin asked if summer has impacted teen attendance for programs.
  - ◆ The Teen Librarian is so well connected with them, throughout the school year, that attendance stays strong for the variety summer programs.
- Brian inquired about Checkmate: Chess Night
  - ◆ The program is not necessarily a tournament, although some participants may choose to play that way. This will be the library's first chess program and is intended for all skill levels.

## **WS3. LAB Meeting Dates June 2024 - June 2025**

- During the July 22nd meeting, a vote will be taken for chair.
- The November 25th meeting may be canceled due to the proximity of the holiday.

## **WS4. Stakeholder survey for strategic plan**

The QR code provided in the agenda packet is specific to the stakeholder survey and the Board is encouraged to fill it out by August 31st. This will ensure feedback is considered for the new 5-year strategic plan. The QR codes posted throughout the library are specific to the patron survey.

## **WS5. Fine free discussion**

The library is one of few in the area that still charges a fine for late fees. Oflia asked if the Board would be interested in discussing the removal of these fines and what data would be needed for consideration. Articles, financials, and any other data that can be gathered will be presented at a future meeting.

## **ADJOURNMENT**

Toshia made a motion to adjourn the meeting. Monica seconded the motion. All votes were in favor; the motion passed 7:0. The meeting adjourned at 7:54pm.

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**Justin Strauch, Chair**