



Library Advisory Board

Minutes

Virtual Meeting

January 11, 2021 – 7:00 p.m.

Virtual Meeting via Zoom Link:

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

CALL TO ORDER

Announce the presence of a Quorum.

Board Chair, Janice Borland called the meeting to order at 7:03pm. The following Library Board members were present: Juan M. Azcarate III, Arthur Borgemenke, Janice Borland, Irene Chavira, Rosalynn Davis, Toshia Kimball, Carla McCullough, Ofilia Barrera, Board Liaison. There were no absences.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

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

No presentations were given at the meeting.

BUSINESS ITEMS

1. **Consider and act upon approval of the Minutes of the November 9th, 2020 Library Board Meeting.**

Board Action:

- The Library Board Minutes of Monday, November 9th, 2020, had the date for previous minutes incorrect. Ofilia Barrera to make the corrections.
 - ◆ Arthur Borgemenk made a motion to approve the minutes once corrections were made
 - ◆ Juan Azcarte III 2nd the motion, all approve

REGULAR AGENDA – DISCUSSION ITEMS

1. **Considered and discussed new wording for Meeting Room Policy.**

- Ofilia Barrera informed the board that the attorney for the City of Wylie requested that the terms “rally” and “forum” be defined, to avoid a challenge. Board suggested to remove the word forum and define rally as “making a political protest or showing support for a cause”
- Ofilia Barrera to confirm what the city ordinance has on their policy in regards to political events
 - ◆ Once policy is updated Ofilia Barrera will send it to the attorney for the City of Wylie for approval, and will try to present the board the final copy at February’s meeting.

2. **Discussed Staffing Changes**

- Ofilia Barrera informed the board that Tracey Tillman, Library Administrative Assistant left the end of November. She was replaced by Yvonne Barberini, whose first day was today, January 11th.
- Roben, the Youth Services Librarian also retired in December and was replaced by Andrea Tyler
- Library currently has 1 vacancy but is waiting for approval to change the position from a shelver to a library technician in order to keep the drive through window open later hours.
 - ◆ Request for approval from the City Council can be made in March.
- Ofilia Barrera suggested to the board that during the virtual meetings having one staff member attended to meet and talk with the board.
 - ◆ All board members agreed.

3. Discussed Annual Statistics

- Library usage has steadily increased. The stats from December show at just 5% less than what it was before the pandemic.
 - ◆ This month is showing that we should be at the same level or close to the numbers from this time last year.
 - ◆ Janice Borland inquired as to why the check in and check out numbers would be different. Ofilia Barrera stated it was due to a patron being able to extend the due date twice, which would show the numbers for check in during a different month.
- The drive through window saw over 4,400 people from May - September
 - ◆ Trying to keep it open later, to accommodate people who get out of work. This is why we want to upgrade the open position.

4. Spring and Summer Programs

- Ofilia Barrera emailed a copy of “A Day in the Life of A Book” to the board for review
 - ◆ The video will be presented to the City Council this month
- Spring programs will remain virtual due to the rise in numbers of Covid
 - ◆ Meeting rooms will also remained closed
- Summer programs are still fluid, hoping to have in person events but plans are being made to accommodate the switch to virtual.
 - ◆ A survey was suggested to find out if people are comfortable with in person events.

5. Closing

- Request that Yvonne Barberini attend the next meeting
- 3 months of board meeting minutes need to be printed and signed by Janice Borland, who will stop by when they are ready.

ADJOURNMENT

Meeting adjourned at 7:45pm.

Janice Borland, Chair