



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.

**MINUTES OF THE LIBRARY BOARD
JULY 20, 2016**

Board Members Present:

Kathaleen Rodriguez, Chairperson
Jennifer Linde
Jean Ferguson
Cheryl Moore

Board Members Absent:

Rosario Klier
Gail Robison
Carolyn Richard

City Staff Present:

Carolyn Booker, Director of Library Services

Call to Order and Announce a Quorum is Present

(Agenda Item 1)

The scheduled session of the Library Board was called to order by Chairperson Rodriguez at 7:07 p.m. on Wednesday, July 20, 2016, in the Crawford Meeting Room at the Lewisville Public Library located at 1197 W. Main Street, Lewisville, TX 75067. A quorum was present.

(Agenda Item 2)

**Approval of Library Board Minutes of
May 18, 2016, Regular Meeting**

MOTION: Upon a motion made by Board member Jennifer Linde and seconded by Board member Jean Ferguson, the Board voted five (4) "ayes" and no (0) "nays" to approve the minutes of the Library Board May 18, 2016 regular meeting.



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Visitors/Citizens Forum

(Agenda Item 3)

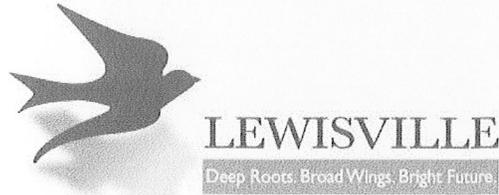
There was no business presented and no visitors present to speak.

Collaborate on three activities from the Aspen Institute Action Guide for Re-Envisioning Your Public Library

(Agenda Item 4)

The Board worked together and brainstormed on three activities included in the Aspen Institute Action Guide.

1. Activity One: What are some of the audiences at the Lewisville Public Library? Complete an audience map with the Library at the center and eight spokes leading off of it. Are there other audiences not represented? Please list them.
 - Audiences: ESL Adults/Immigrants, Pre-literate children, Technology Users, Job Seekers, Elderly, Volunteers, Club & Room Users, Students.
 - Other audiences: Book Clubs, homeschoolers, teenagers, artists.
2. Activity Two: For the audiences defined in Activity One, what are their expectations, what is the Library's role, and what are the outcomes from the Library's engagement with each audience?
 - Audience - Students.
 - Expectation - resources, study space, technology, tutors, research materials, help.
 - Role - facility, technology, provider of resources.
 - Outcome – Academic success, college & job ready, literate, safe space.
 - Audience - Pre-literate children.
 - Expectation – age appropriate materials, programs, socialize, safe space, multiple copies.
 - Role – storyteller, qualified staff, resources & preparation, extra.
 - Outcome – literacy, school readiness.
 - Audience – Volunteers.
 - Expectation – meaningful work, perks, productive, socialize, learn about Library.
 - Role – scheduling, training, opportunities, organized, feedback.
 - Outcome – giving back to Lewisville, advocates, save money, future employees.
 - Audience – Clubs & Room Users.
 - Expectation – availability of space, equipment, size options, publicity, quiet.
 - Role – provider, janitorial, scheduling, working equipment.
 - Outcome – new library users, higher circulation, advocates, connections.



- Audience - Technology Users.
 - Expectation – working equipment, wifi, cutting edge, availability, software.
 - Role – support staff, provider, educator, resources, programming.
 - Outcome – productivity, educated workforce, practice & learning.
 - Audience – Elderly.
 - Expectations – Quiet, safe, organized, accessibility, learn technology, Large Print, tax assistance, classes.
 - Role – teacher, helper, selector of resources, listener/counselor.
 - Outcome – educated, engagement with community, free services, socialization.
 - Audience – Job Seekers.
 - Audience – ESL Adults / Immigrants.
3. Activity Three: Draw a map showing the relationships that the established audiences have with each other and the Library, using the preceding activities to reimagine relationships that may exist. Consider that the library is one node on the network of community relationships, and not necessarily at the center.
- A map was drawn connecting these audiences together and also adding in additional community relationships such as the Senior Center, social networks, study groups, homeschool groups, LISD, UNT, TWU, NCTC and daycares.

Discussion of the Library Update to Council

(Agenda Item 5)

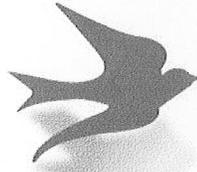
The Aspen Institute Action Guide is one tool being used to prepare this update for council. The Library will also report on recent updates and achievements as well as budget requests and future plans.

Update on Library budget requests for fiscal year 2017

(Agenda Item 6)

The Library submitted actions steps to council related to the following:

1. Credit Card Payment
2. Enhance Digital Services
3. Furniture Replacement & Repair
4. Laptops for Public Use
5. Library Customer Service and Outreach Personnel
6. PA System
7. Projectors, AV and Paint for Meeting Rooms
8. RFID Enabled Sorter



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Update on Library website redesign

(Agenda Item 7)

Library management has been working with Melinda Stephens, the City of Lewisville Electronic Communications Specialist, to design a new website for the Library, in line with the new City of Lewisville wireframe. A site map was created to facilitate migrating all the information from the old website to the new, and new content will be created where the new navigation allows us to add new information and focus on other aspects of library service.

**Reports: Newsletter/Calendar of Events;
May and June 2016 Service Statistics;
Friends of the Library**

(Agenda Item 8)

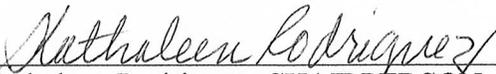
The Board reviewed the current Library Newsletter and Calendar of Events and talked about the upcoming Summer Reading Program events. Usage statistics were reviewed for May and June of 2016. Participation in the Friends of the Library organization was encouraged. The Friends were not meeting in July but would resume meeting in August to plan the September book sale.

Adjournment

(Agenda Item 9)

MOTION: Upon a motion made by Board member Cheryl Moore and seconded by Board member Jennifer Linde the Board voted four (4) "ayes" and no (0) "nays" to adjourn the meeting of the Library Board at 8:30 p.m. on Wednesday, July 20, 2016. The motion carried.

APPROVED:



Kathaleen Rodriguez, CHAIRPERSON
LIBRARY BOARD

PREPARED BY:



Carolyn Booker,
Director of Library Services, City of Lewisville