# MINUTES

**Library Board Meeting**
Prosper Town Hall, Town Council Chambers
250 W. First Street, Prosper, TX
Thursday May 21, 2026
**6:15 PM**

TOWN OF PROSPER
A Place Where Everyone Matters

1. Call to Order / Roll Call.
   a. The meeting was called to order at 6:15pm by Wattenbarger.
   b. Board members present: Andrew Cartwright, Holly Dee, Lenorah Johnson, Bryan Pasteryk, Danielle Philipson, Jennifer Wattenbarger, Katie Williams.
   c. Board members absent: Jennifer Lawler.
   d. Quorum confirmed.
   e. New name tags provided to the Board.
   f. Staff members present:
      i. Gary Landeck (Library Director)
      ii. Abby Stapp (Outreach and Partnerships Librarian)

2. Consider and act upon the minutes of the April 16, 2026, Library Board Meeting.
   a. Correction noted to Philipson's last name in the Adjournment. Philipson moved to accept the minutes as amended. Dee seconded. Motion carried unanimously.

3. Citizen comments. None.

4. Staff Presentation
   a. Librarian presented findings and trends from recent patron interviews and outreach work.

5. Library Director Report
   a. Continuity of core programs: Build a programming model to eliminate seasonal breaks (and most holidays) for weekly Storytime programs, while preserving Youth Services planning time with other staff support. Target August implementation.
   b. Greater access through outreach: Exploring options to make kits and other resources available (separate from the circulating collection) so families can engage with these resources in other parts of Town. Providing an "access bridge" to the far east and west ends of Town is a priority for the library's outreach staff.
   c. Modernization of library policies: Collecting staff feedback on policies through May

31 to be updated and clearer, with the goal of presenting a revised policy set for Library Advisory Board review by the end of summer.

d. Technology planning underway: Library staff working with the Town's IT Department to develop a longer-range technology plan focused on improving patron access, streamlining staff workflows, and exploring future tools. Also, it will include the exploration of controlled access technologies that could eventually enable expanded service hours without requiring proportional increases in staffing. This will be addressed in the 2027-2030 Long Range Plan.
e. Structured desk coverage implemented: Frontline operations continue to be improved through better scheduling, communication, and service consistency among staff. Included in these improvements has been the creation of protected time for staff to work on projects that require deeper concentration.
f. 3D printing service redesign: Library staff have redesigned this service to make it more secure, sustainable, and educationally focused. Starting June 1, move away from staff-processed requests and implement a model where patrons complete a 3D printing 101 training to learn to use the equipment themselves. The new model will provide clearer limits and procedures to reduce staff workload and better align the service with its intended purpose.

6. Discussion of the 2027-2030 Long Range Plan:
    a. Johnson presented a brief overview of the Long Range planning process, a summary of the current plan's Mission, Vision, Goals and Core Values, and provided brief recommendations on what to build into the new Long Range plan.
    b. Board action item: come to the next meeting prepared to share ideas and discussions for the future vision.

7. Board Engagement and Upcoming Events.
    a. Summer Reading schedule and volunteer sign up.

8. Discussion regarding future agenda items, priorities, and "Parking Lot" items.
    a. Engage with new Town Communications leads to discuss communications strategy going forward. In the meantime, the Board received Town of Prosper brand assets, guide and PowerPoint template.
    b. Policy updates. Being reviewed by the Library Director and will share with the Board.
    c. Non-resident and printing fees: Under review with Library Director and will share with Board.
    d. SOQ: Under review with the Town and Library Director will provide an update to the Board.
    e. Next scheduled meeting June 18th, 2026, at 6:15pm in Town Council Chambers.

9. Adjourn.
    a. Cartwright motioned to adjourn; Pasteryk seconded. Motion carried unanimously.
    b. Meeting adjourned by Wattenbarger at 7:17pm.

Katie Williams

Katie Williams (Secretary)

2-23-26

Date