



MINUTES

Library Board Meeting

Prosper Community Library, Program Room

200 S. Main Street, Prosper, TX

Thursday March 26, 2026

6:15 PM

1. Call to Order / Roll Call.
 - a. 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.
 - i. Quorum confirmed.
 - d. Staff members present:
 - i. Gary Landeck (Library Director)
 - ii. Abby Stapp (Librarian)
 - iii. Hilde Wheat (Library Technology Coordinator)
2. Consider and act upon the minutes of the November 20, 2025, Library Board Meeting.
 - a. Board to make additional edits to the meeting minutes.
 - b. Philipson moved to table approval until next meeting. Seconded by Johnson. Motion carried unanimously.
3. Citizen comments. None.
4. New Staff Introductions.
 - a. Hilde Wheat (Library Technology Coordinator)
 - b. Abby Stapp (Librarian)
5. Board Leadership and Governance:
 - a. Board Membership Update: One vacated seat with departure of Mary Beth Randecker. Landeck checking with Town on status and backfill plans.
 - b. Meeting schedule and location: 3rd Thursday of the month going forward. Will be in Town Chambers.
 - c. Orientation and governance matters
 - i. IT – password security. Waiting for IT to reach out to Library Board.
 - ii. Board Role: follow directional feedback shared from Mayor during the recent Town Meeting
6. Library Director Report
 - a. Library operations, initiatives, and upcoming policy matters

- i. Fully staffed.
- ii. Effective 4/10, extending Library Hours.
- iii. Improving co-ordination between Library-hosted and Town Events. When large enough, events should be considered as a Town Event. Future events will be shared with other Town groups as appropriate.
- iv. Fees review for non-resident. Landeck to provide additional data metrics for next meeting and Board will review in next meeting.
- v. Staff update: created leadership team and re-defined roles.
- vi. FY27 budget under review.
 - 1. Position requests included. If approved, could further extend library hours.

7. Review and discussion of draft Statement of Qualifications for architectural and design services related to future library facility improvements.

- a. Board provided feedback on SOQ document. Board requested staff to provide input on facility needs and then prioritize improvements for current facility. Landeck to further discuss with Town staff.

8. Working Groups:

- a. Demographics and Usage Working Group Presentation and the 2027-2030 Long Range Plan.
 - i. Dee: review and identify data points to study and help inform long range planning.
- b. Board to consider including staff in working group discussions on common topics.
- c. Library of the Future Working Group to brainstorm a Youth Advisory Committee to provide input on this part of the Long Range Plan and provide information at the next board meeting.

9. Discussion of library awards, reporting, and visibility efforts.

- a. Improve planning and processes to enable PCL to apply for various library awards.
 - i. Landeck to establish calendar for potential awards and dates.
 - ii. Board to share any ideas for recognition.
- b. Reviewed current Board by-laws on receiving donations.

10. Discuss and receive any updates regarding upcoming events.

- a. Summer Volunteers: schedule in-process. Gary to provide dates for board members to sign-up.
- b. Staff Recognition Calendar: Dee, Philipson and Wattenbarger to schedule. Will confirm cadence and dates with Landeck.
- c. Consider board attendance at upcoming Town Council meetings.

11. Discussion regarding future agenda items, priorities, and "Parking Lot" items.

- a. Next Meeting:
 - i. Workshop updates from Library of the Future and Civic Partnership groups.
- b. 2027-2030: Long Range Plan Calendar
 - i. Revise to set priorities in May and begin draft in June.
- c. Engage with new Town Communications lead to discuss communications strategy going forward including:

- i. Potential ties to America 250
- ii. Links between library and Town strategic priorities
- d. Non-resident policy
- e. Next scheduled meeting April 17th, 2026 at 6:15pm in Town Council Chambers.

12. Adjourn.

- a. Philips motioned to adjourn; Dee seconded. Motion carried unanimously.
- b. Meeting adjourned by Wattenbarger at 7:46pm.



Katie Williams (Secretary)

4/16/26

Date