TOWN OF PROSPER
A Place Where Everyone Matters

MINUTES

Library Board Meeting
Prosper Community Library, Program Room
200 S. Main Street, Prosper, TX
Thursday May 15, 2025
6:15 PM

1. Call to Order / Roll Call.
   a. Meeting was called to order at 6:15pm by Philipson.
   b. Board members present: Andrew Cartwright, Lenorah Johnson, Mary Beth Randecker, Jennifer Wattenbarger, Katie Williams.
   c. Board members absent: Jennifer Lawler.
   d. Staff members present:
      i. Gary Landeck (Library Director)
      ii. Laura Collins
      iii. Sierra Topper

2. Consider and act upon the minutes of the March 4, 2025, Library Board Special Meeting.
   a. Made grammar and spelling corrections.
   b. Wattenbarger motioned to accept with corrections; Johnson seconded. Motion carried unanimously.

3. Comments by the public. None.

4. Overview of Summer Reading schedule and staff projects.
   a. Collins – Presented summer reading program and QR Code. Theme is Cultural Cruise, with a weekly geographic location.
   b. Topper – Library space updates with summer programming.
      i. Launching a Kids Catalog this summer.
      ii. Kit Development for Summer Activities. Thirteen new kits were added this year.
      iii. PHS built "boat" for photo area.
      iv. Updating book cart displays with rotating themes for adult/young adults on second floor.

5. Director's report.
   a. Staff updates. Will hire new full-time librarian position (to replace and upgrade the Administrative Assistant position).
   b. FY26 budget planning in process.

   c. Proposed full-time Circulation Supervisor position (included as part of FY26 budget, tied to extending Friday hours to 6PM).
   d. Staff Development Day (library will open at 1PM on Tuesday, May 27).

6. Board Succession planning. Philipson
   a. Four of the members have two-year term ending September 2025.
   b. Wattenbarger agreed to be interim acting chair between September & appointment of the new chair.

7. Bond advocacy planning. Johnson shared summary presentation.
   a. Bond Committee review in process. Will be presented to Town Council. If approved, go to vote in November.
   b. Bond Advocacy between August to November
   c. Formed Board sub-committee for Bond Advocacy Strategy with Johnson, Cartwright and Williams. Landeck to confirm Board guidelines.

8. Board meeting frequency. Philipson
   a. Confirmed to hold monthly meetings from June until November.
   b. Upcoming Dates: June 12th, July 24th, August 21st .

9. Future agenda items (carried over from previous meetings).
   a. Request to revisit materials selection policy.
   b. Revisit library renewals and ILL proposed policy changes.
   c. Revisit option of live streaming board meetings.
   d. Discuss amending bylaws to have secretary and chair sign minutes.
   e. Bond Sub-committee: Landeck to provide guidelines.
   f. Next scheduled meeting June 12th, 2025.

10. Adjournment
   a. Johnson motioned to adjourn; Randecker seconded. Motion carried unanimously.
   b. Meeting adjourned by Philipson at 7:45pm.

Jennifer Lawler   10/23/25

Jennifer Lawler (Secretary)   Date