



MINUTES

Library Board Meeting

Prosper Community Library, Program Room

200 S. Main Street, Prosper, TX

Thursday, November 20, 2025

6:15 PM

1. Call to Order / Roll Call.
 - a. Meeting was called to order at 6:16pm by Wattenberger.
 - b. Board members present: Danielle Philipson, Jennifer Lawler, Lenorah Johnson, Holly Dee, Mary Beth Randecker, Jennifer Wattenbarger, Andrew Cartwright
 - i. Quorum confirmed
 - c. Board members absent: Bryan Pasteryk, Katie Williams
 - d. Staff members present:
 - i. Gary Landeck (Library Director)
 - ii. Wally DesChamps (Library Assistant Supervisor)
 - iii. Julie Huffman (Library Clerk)
2. Consider and act upon the minutes of the October 23, 2025, Library Board Meeting.
 - i. Johnson motioned to accept with correction. Philipson seconded. Motion carried unanimously.
3. Citizen Comments. (none)
4. Staff Report
 - a. Wally DesChamps and Julie Huffman discussed monthly collection and development statistics
 - i. Shared circulation statistics, monthly library statistics, and PCL Monthly Report
 - b. Factors beyond circulation rates influence investment in collection
 - i. Length of time to read and enjoy a book / size of book
 1. Children's books are fast reads; children tend to checkout more books at a time compared to adults
 - ii. Wear and tear on books
 - iii. Cost of items (adult books more expensive than picture books, non-fiction more expensive than fiction)
 - c. PCL Monthly Report goes to the Town
5. Director's report. (Landeck)

- a. Rachel Reese promoted to full-time Circulation Supervisor
 - i. Supervising library clerks and assistants
 - b. Full-time Librarian interviews
 - i. Interviewed 4 candidates; close to making a decision
 - c. Part-time Circulation Clerk position
 - i. Back-fill for Rachel Reese
 - d. Other part-time clerk positions to post in 2026 and will allow for extension of Library hours of operation
6. Director Recommendations for Library Policy Updates
- a. Discussion and initial feedback on document shared separately
 - i. Ask for Board to review Materials Selection and Reconsideration and Programs, Events, and Displays (new, modeled after the McKinney Public Library) policies
 - ii. Provide high-level feedback (from a citizen lens) directly to Landeck within the next month (before next Board meeting)
7. Demographics and Usage Subgroup
- a. Discussion and recommendations for the subgroup in advance of the December presentation to the Board.
 - b. Build Community Dashboard- Market Intelligence Dashboard for internal use
 - i. More meaningful inputs to inform library staff and Board decisions
 - c. Any input from Board to go to Working Group
8. Post-Election Discussion and Next Steps
- a. Board member asked if should highlight PCL Monthly Report publicly
 - b. Debrief on Bond election with Town Council & Board; tentatively planning for January 15
 - i. Board question: will the discussion focus on Library specifically or Bond process more generally? (Landeck to follow-up with clarification)
 - c. Board comment: there were issues within the Town, including Master Plan process, from which we should take learnings. Suggest Parking Lot item of interactions with the Town (including Long Range Plan)
 - d. Board question: what is the near-term impact of the Bond not passing? How long will we have physical space and be able to keep up to accreditation standards?
 - i. Board question: there might not be real estate for a library if we're looking out too far. Can we clarify with the Town what the process will be?
 - ii. Landeck- next steps discussed with Mario; near-term solutions recommended:
 1. Implement self-check (unburdens staff)
 2. Roaming staff model (will remove large, central circulation desk and open up floor space)
 3. Hire interior architect to re-evaluate the space
 - a. Maximize flexibility
 - b. Increase space for circulation materials (attempt to meet ongoing accreditation requirements)

- c. Potential to move shelving to have pop-up event space
- d. Town Council will need to use the Program Room for elections (will need alternative space for programming)

9. Parking Lot Items

- a. For Parking Lot:
 - i. Real estate process
 - ii. Board interactions with the Town

10. New Business.

- a. No December meeting; Next meeting January 15 with Town Council
- b. Demographics and Usage Subgroup (February)
- c. Civic Partnerships Group presents outreach and collaboration recommendations (March)
- d. Library of the Future Group presents outreach and collaboration recommendations (April)
- e. Board and Commission Appreciation Reception (Dec 11 @ 5PM); Cartwright and Johnson to speak if needed

11. Adjourn.

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



Katie Williams (Secretary)

3/26/26

Date