



## LIBRARY ADVISORY BOARD

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Stephenville Public Library, 174 N. Columbia St.  
Wednesday, August 18, 2021 at 5:00 PM

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### AGENDA

#### CALL TO ORDER

#### REGULAR AGENDA

1. Approval of June 16, 2021 Minutes
2. Review Long Term Feedback by the Board
3. Review Library Manager's 5-year Plan
4. New Image for the Library
5. HEB- Boo for Books
6. Update on Summer Programs
7. Programming for the Fall
8. Letters to Santa

#### ADJOURN

*Those wishing to address the Library Advisory Board may do so in person. Written correspondence may also be mailed to City Hall or emailed to Kelli Votycka at [kvotycka@stephenvilletx.gov](mailto:kvotycka@stephenvilletx.gov). Written correspondence must be received by 3:00 p.m. on Wednesday, August 18, 2021. For alternate arrangements, please contact Kelli at least 48 hours prior to the meeting.*

I certify that the above notice of the meeting was posted on the bulletin board at City Hall, 298 West Washington Street, Stephenville, Texas, at or before 12:00 pm on Monday, August 16, 2021, in accordance with Chapter 551, Government Code, Vernon's Texas Civil Statutes.

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Kelli Votycka Director of Parks and Leisure Services

***In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.***

Stephenville Public Library  
 Advisory Board Meeting  
 June 16, 2021 5:00pm  
**Minutes**

## Board Attendees:

Katy Eichenberg, Chair  
 Jennie Shafer  
 Kate Barton  
 Tynell Slappy  
 Jo Ann Phillips  
 Kathy Smith

## Ex Officio Attendees:

Mary Meredith, Library Director  
 Kelli Votypka, Director of Parks and Leisure

## Absent:

Darla Fent

- **Call to Order:** Chair, Katy Eichenberg, called the meeting to order in the Stephenville Public Library at 5:09pm.
- **Minutes:** Kate Barton made a motion to approve the minutes of the May 19, 2021 meeting. Jo Ann Phillips seconded the motion. The motion passed.
- **Apollo Computer Proposal:** Katy Eichenberg reported that Kelli spoke with the city IT staff regarding Apollo's assessment and proposal for upgrades to the existing library computers. The city IT staff advised that for security reasons, any work on the computers be conducted internally and not by an outside agency.
- **Vision and Plan for the Library:** Several members of the board submitted feedback for long-term planning purposes. Mary also shared a one-year and five-year plan that she drafted with the previous director of parks and leisure and library staff. It was agreed by common consent that a top priority is development of a library logo. Kathy Smith suggested that we partner with Bill Leverton from Tarleton State University Small Business Development Center. The center may have access to an intern that would be able to assist with a logo and other marketing plans/materials. Kathy will share Bill's contact information with Kelli so that she can contact him regarding this opportunity.

It was agreed by common consent to review Mary's plans and the feedback submitted by board members for the next meeting.

- **Announcements:**

The next meeting of the Library Advisory Board will be August 18<sup>th</sup> at 5pm in the library.

Respectfully submitted,

Kate Barton  
 In place of Darla Fent, Secretary

### Stephenville Public Library Monthly

	<b>Oct-20</b>	<b>Nov-20</b>	<b>Dec-20</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>
<b>Head Count</b>	780	801	832	899	907	1270	1367
<b>Computer Usage</b>	782	736	954	855	649	693	769
<b>Deleted Items</b>	9	196	47	120	17	234	29
<b>Items Checked Out</b>	1827	1936	2290	2291	1857	2061	2261
<b>Items Renewed</b>	624	407	513	538	549	454	542
<b>New Patrons</b>	46	52	40	30	26	23	51
<b>Patrons Renewed</b>	106	125	100	97	82	101	124
<b>Overdrive Users</b>	275	278	276	233	228	264	260
<b>New Items</b>	58	192	302	120	112	131	105
<b>Event Participants</b>	1700	0	200	0	15	31	65

## Monthly Report

May-21	Jun-21	Jul-21	Aug-21	Sep-21	Total YTD
1628	1848	2763			13095
1013	1348	1432			9231
27	25	49			753
2929	3109	3730			24291
670	914	731			5942
113	180	132			693
234	379	276			1624
267	269	307			307
184	155	234			1593
98	498	446			3053