



## LIBRARY ADVISORY BOARD

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Stephenville Public Library 174 N. Columbia Street  
Wednesday, June 16, 2021 at 5:00 PM

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### AGENDA

#### CALL TO ORDER

#### REGULAR AGENDA

1. Approval of May 19, 2021 Minutes
2. Monthly Report
3. Planning for Fiscal Year 2021-2022

#### 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 Votypka at [kvotypka@stephenvilletx.gov](mailto:kvotypka@stephenvilletx.gov). Written correspondence must be received by 3:00 p.m. on Wednesday, June 16, 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, June 14, 2021, in accordance with Chapter 551, Government Code, Vernon's Texas Civil Statutes.

***In accordance with the Americans with Disabilities Act, persons who need an 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.***

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Stephenville Public Library  
 Advisory Board Meeting  
 April 19, 2021 5:00 pm

**Minutes**

Board Attendees:

Katy Eichenberg, Chair  
 Darla Fent, Secretary  
 Jennie Shafer  
 Kate Barton  
 Tynell Slappy  
 Jo Ann Phillips

Ex Officio Attendees:

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

Absent:

Kathy Smith

- **Call to Order.** Chair, Katy Eichenberg, called the meeting to order in the Stephenville Public Library.
- **Minutes.** Minutes of the April 21st meeting were approved with one correction with the motion made by Kate Barton and the second by Jo Ann Phillips.
- **Board Attendance.** Chair, Katy Eichenberg, handed out a Thank-You memo from Mayor, Doug Svien, and copies of the section of the City Handbook related to service on Boards and Commissions. She noted the recent changes requiring attendance and encouraged advisory members to contact her whenever they must miss a meeting. Remote attendance or exemptions can be made for valid absences so that members remain in good standing.
- **HEB Grant for Books.** Katy reported that Kathy Smith is completing the grant request and will submit and track it.
- **Vision and Plan for the Library.** Mary Meredith presented a draft of a Strategic Plan for the library going forward. Discussion followed. The Board agreed to have a working session on June 16<sup>th</sup> to further develop the plan and to evaluate what/how changes can be made at the current location. Katy asked Board Members to email Mary any input they have before the working session.

Katy presented an assessment and proposal from Apollo Computers for upgrading five of the existing computers and for testing the all units for unseen issues. Kelli agreed to work with the City IT staff and Mary to determine what would be done in-house and to coordinate any external work.

- **Announcements.**

The working session for the Strategic Plan will be June 16<sup>th</sup> at 5 pm in the Library.

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

Respectfully submitted,

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					8484
1013					6451
27					679
2929					17452
670					4297
113					381
234					969
267					278
184					1204
98					2109