

Wylie Library Advisory Board Regular Meeting

July 12, 2021 – 7:00 PM

Smith Public Library - 300 Country Club, Bldg 300, Wylie, TX 75098



CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

REGULAR AGENDA

1. Nominate and vote on a new Chair of the Board
2. Welcome to Kristina Jones and Kristin Botsford
- [3.](#) Approve the Minutes from the June 14, 2021 meeting
- [4.](#) Review, Discuss and Act upon the 2021-2024 Smith Public Library Strategic Plan

WORK SESSION

[WS1.](#) Review circulation and program statistics for June

[WS2.](#) Upcoming Programs

ADJOURNMENT

Reception for new members

CERTIFICATION

I certify that this Notice of Meeting was posted on July 9, 2021 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.073 – Discussing prospective gift or donation to the City.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.



Library Advisory Board

Minutes

In-person Meeting
June 14th, 2021 – 7:00 p.m.
Library Conference Room

CALL TO ORDER

Announce the presence of a Quorum.

Board Chair Janice Borland called the meeting to order at pm. The following Library Board members were present: Janice Borland, Toshia Kimball, Carla McCullough, Arthur Borgemenke, Irene Chavira, Ofilia Barrera, Board Liaison. Juan M. Azcarate III & Rosalynn Davis were absent

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.

No citizens were present at the meeting.

PRESENTATION

No presentations were given at the meeting.

CONSENT AGENDA

1. Consider and act upon approval of the Minutes of the May 10th, 2021 Library Board Meeting.

Board Action:

- The Library Board Minutes of Monday, May 10th, 2021, one error was found with a “b” missing from Debbie’s name, Yvonne to correct.
 - ◆ Carla made a motion to approve the minutes.
 - ◆ Irene 2nd the motion, all approved.

WORK SESSION – DISCUSSION ITEMS

1. Staff Spotlight: Kelsey Sidwell: Teen Services Librarian

- Ofilia introduced Kelsey Sidwell, Teen Services Librarian.
 - ◆ Kelsey started with the library in January of 2011 as a shelver.
 - ◆ Over the years she moved up, received her masters degree and is now the Teen Services Librarian, since 2018.
 - Kelsey explained that since she has been in her current position she has had 3 different types of summers, a normal in 2019, a virtual in 2020 and now a hybrid in 2021.
 - She also stated that she is in charge of ordering all the teen material for the library, which consists mainly of books, E-books & digital material. Teens are moving away from audiobooks to a digital downloadable platform.
 - ◆ Janice asked who was that hot author for teens right now.

- Kelsey stated that there are a few: Sara J. Maas is big in fantasy; Leigh Bardugo wrote Shadow & Bones & Holly Black for fantasy and romance.
 - The popular genres are Hot Fairies and Strange Horror books.
- ◆ Carla asked who populated the teen room more boys or girls?
 - In the summer it was boys that come over from the Rec Center and play video games, but in general it's mainly girls. Most YA books are geared toward girls.
- ◆ Janice asked what age kids had to be to enter the teen room & if there was a teen book club?
 - They have to be in 7th grade to enter which usually is 12-13. There is a book club that attracts the younger ages since the older teens are busy with school activities.
- ◆ Toshia asked how Kelsey keeps the kids engaged?
 - Kelsey uses social media graphics to attract the kids, she has seen an increase of followers on Instagram, by doing things they are into. The teens are able to give suggestions and do regularly, which she tries to incorporate as much as she can.
- ◆ Ofilia informed the board that Kelsey was invited to be a panelist for an event the ISD was hosting.

2. Summer Programming Statistics to Date

- Summer events have just started within the library.
 - ◆ Ofilia informed the board that the Kick-Off Drive-Thru event went very well, with 346 cars that attended.
 - Ofilia has pictures of the giant tent, the bubbles, outfits and all other festivities that took place, she will share with the board.
- Janice asked if the shoeboxes that were part of the parade could still be seen.
 - ◆ Ofilia let her know they are in the display case in the lobby of the library for the month of June.
- The hiking program saw 24 adults come out to participate in all things hiking.
- Children's programs are starting up tomorrow with 2 showings at 10am & 11am and an evening showing on Thursday at 6pm.
- Ofilia will have more stats to present in the next meeting.

3. Update on FY 22 Budget Request

- Ofilia notified the board that she had requested to upgrade the Electronic Service Librarian to a supervisor position.
 - ◆ City management came back stating that they felt she needed to ask for an Assistant Director instead.
 - The request will be presented to the Council for approval or rejection.

4. Update on Staff

- Ofilia informed the board that Randall Cross had handed in his resignation and his last day would be on Thursday June 24th.
 - ◆ The position will remain open until the City Council decides whether to upgrade it or not.

5. Recent Circulation Statistics

- The statistics are starting to get back up to pre-Covid numbers.
 - ◆ The drive thru has helped increase the circulation numbers.
 - ◆ The circulation department was able to keep the drive thru open until 6pm now instead of 4pm.

6. Survey Results Overview

- The results from the library survey have shown that many people want the programs & events that the library was doing pre-Covid.

- Janice stated with the responses mainly coming from common users it is difficult to know how to bring in non-users.
 - ◆ Ofilia agreed and stated that we tried many ways to get the word out to non-users so they could fill out the survey as well.
- Many were surprised by the request for library hours to be open longer on Fridays and Saturdays instead of open on Sundays.
- Result of the survey, staff input & library board suggestions will be compiled to create a strategic plan that needs to be turned in by the end of July.
 - ◆ Ofilia will send a copy to Janice since she was critical in helping with suggestions.

7. Library 50th Anniversary Party

- Ofilia informed the board that the Friends of the Library will be hosting a Fall Back to 1950's on Saturday, November 7th to celebrate the library being open for 50 years.
 - ◆ The event will be 50's themed, where people can wear 1950's attire.
 - ◆ Games & contests will be held during the event
 - Twist contest
 - Hula hoop contest
 - Classic car show
 - ◆ Ofilia is looking to see if In-N-Out would be willing to donate their food truck for the event.
 - Ofilia was also thinking of getting the Rec Center involved in the event.
- Ofilia stated a night event was being considered from 5pm-8pm but was worried with the cold weather and losing the light.
 - ◆ The board agreed and suggested that an afternoon event would be easier to execute.
- Janice inquired about fireworks for the event.
 - ◆ Sparklers were suggested as a cheaper alternative, and were popular in the 50's
 - ◆ A firework craft was also suggested.

8. Upcoming Programs

- Ofilia handed out a list of upcoming programs at the library.
 - ◆ Carla stated she was planning on coming to the candle making event, but realized it was the same day as being sworn in for this board.

9. Goodbye Janice & Arthur

- Today was the last meeting for Janice & Arthur.
 - ◆ Janice can reapply next year if she wishes to continue on the board.
 - ◆ Arthur is retiring and moving to the Florida Keys.
- Two new members will be sworn in during the next City Council meeting; Kristina Jones and Kristin Botsford will join next month.

10. Next Meeting

- Next meeting will be held July 12th.
- Welcome new board members.

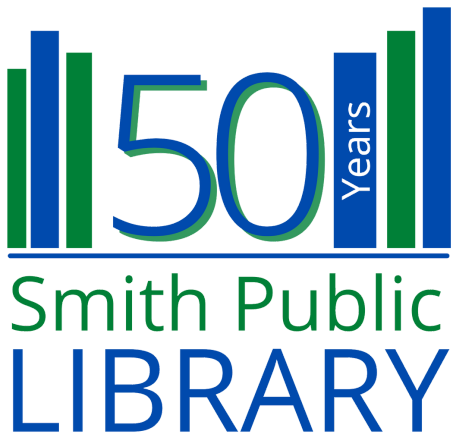
ADJOURNMENT

Arthur made a motion to adjourn the meeting. Toshia 2nd motion; all approved
Meeting adjourned at 7:40pm.

Janice Borland, Chair

Strategic Plan 2021-2024

RITA AND TRUETT
SMITH PUBLIC LIBRARY
INSPIRE INFORM INTERACT





Statement from the Library Director

The Smith Public Library recently celebrated 50 years of service and we are excited to propose this plan as the next step for the future of the library. Our mission, Inspire Inform Interact, is the basis for everything we do. We have faced so many challenges due to the COVID-19 pandemic. It has changed the way we do things and some of those changes have made us better. We have learned that in times of great uncertainty, we can and will rise to the challenge. From implementing new services to keeping in touch with our community via social media, I am immensely proud of the work and dedication our staff showed throughout the past year. Looking forward, we hope to continue that level of dedication and service. Our ultimate goal is to keep building on the legacy left to us by Rita and Truett Smith and to create a space for the community to grow, learn and innovate.

OFILIA BARRERA

Library Director

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Library Snapshot



INSPIRE INFORM INTERACT

"The opportunities and offerings at Smith Public Library are endless".
-M. Munoz

Fiscal Year 2020

By the Numbers



446,265

Check Outs



66,518

Holds Processed



Since April 2020

67

Homebound Deliveries

3,424

People



Used our new Drive-Through Services

Including

50,561

Digital Items



4,844

Online Learning Sessions

629

People Enrolled in Online Classes

"...approachable, available, distinctive, exceptional, impactful, noteworthy, one of a kind, & outstanding. It has enhanced my life immeasurably..."

-B. Sullivan

22,950



People Searched Online Resources

502

Events
In-Person & Virtual



166,878

Event Attendance

Guiding Statements

Library Mission Statement

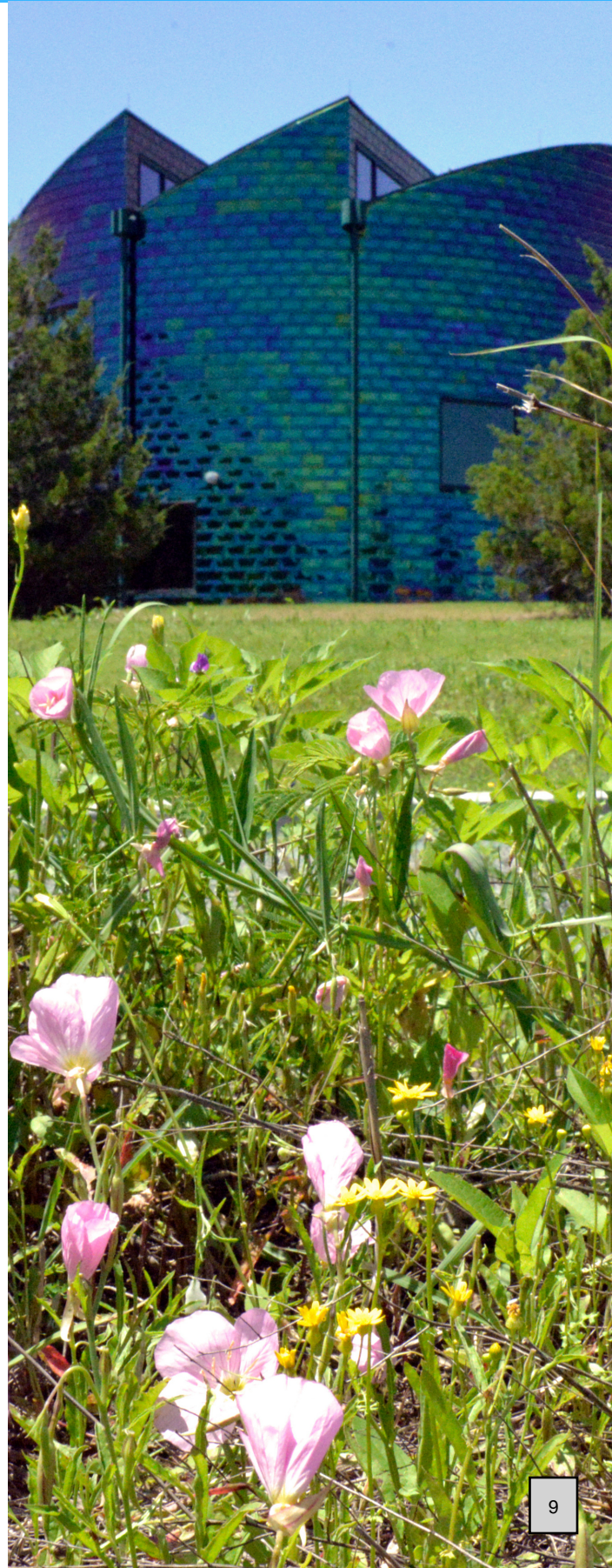
Inspire Inform Interact

Library Vision Statement

The Smith Public Library endeavors to anticipate community needs resourcefully through innovative library services.

Guiding Principles

1. Promote literacy and lifelong learning
2. Support intellectual freedom
3. Access for all by creating a welcoming community
4. Build strong partnerships
5. Adapt and innovate



The Process

Planning Process

The planning process has taken almost a full year. We surveyed patrons, non-users, staff and Library Board members to try and determine what is most important to them. All of our strategic plan objectives fall into six main categories: Customer Service, Facilities, Outreach, Programs, Staff Empowerment and Technology. We have used our Mission Statement to highlight our core services and to help organize each objective.

Acknowledgements

The Smith Public Library would like to thank the staff, patrons and Library Board members for their guidance and feedback during this process. We would also like to acknowledge the City of Wylie leadership staff for supporting the library and all of its endeavors. And finally, we are eternally grateful to Rita and Truett Smith for leaving us with such an important legacy.

PHOTO

05

The original library location at First State Bank in downtown Wylie.



Inspiring love of reading through collections, programs and welcoming spaces

07/12/2021 Item 4.

Readers of all ages find inspiration at the Smith Public Library. Book displays and collections spark curiosity and innovation, and the library's fun and interactive programs create a catalyst for connection. The welcoming environment enhances the opportunity for discovery and for community collaboration.

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Core Services:

- Print, audio-visual, and electronic resources for all ages
- Summer reading and learning programs for all ages
- Book clubs and programs for all ages
- Inspiring displays that promote reading
- Welcoming and a variety of spaces where people of all ages may enjoy the Library
- Delivery service to residents who are unable to visit the library due to impairment

Objectives:

Customer Service

- Collect materials that represent a diverse community
- Expand STEAM kits to include specialized content targeting specific issues and interests

Facilities

- Explore the possibility for more private study spaces
- Replace existing sorter
- Create more accessible spaces for all abilities

Programs

- Provide opportunities for patrons to interact to spark inspiration

Technology

- Adapt existing computer lab and business center into a more relevant space for patrons

Informing the community through staff, partners and technology

The Smith Public Library takes pride in distributing information for the purpose of knowledge and growth. Knowledgeable staff, partnerships and technology are the foundation for encouraging lifelong learning. The library is dedicated to having access to technology and information for all. We strive to create a meaningful learning environment for staff and users.



Core Services:

- Staff expertly assisting the community in accessing information, resources, and library services
- A physical collection of over 119,000 items and over 50,000 digital items.
- Social media informing the community of library resources
- Partnerships with City departments, community organizations and cultural groups, offering resources and events
- Language learning opportunities, continuing education, and development of job skills through online databases
- Spanish, Vietnamese and French language collections to meet community needs
- Educational programming for all ages

Objectives:

Customer Service

- Find new ways to inform patrons of basic library services
- Make our website and social media more accessible

Outreach

- Establish a monthly e-newsletter
- Strengthen our social media presence with more interactive, tag-worthy posts
- Find new ways to get details on what is happening at the library to users and non-users

Staff Empowerment

- Create a culture of learning for library staff

Interacting with our community through programs, outreach and technology.

This past year has taught us how important interaction is. Whether it is virtual or in-person, having that one on one connection with each other is what makes our library so special. We strive to offer programs, outreach opportunities and technology that brings people together resulting in meaningful, lasting interactions.

Interact

Core Services:

- Storytimes promoting early literacy skills
- Science, arts and crafts, and educational technology programs for children, tweens, and teens
- 1000 Books Before Kindergarten and parenting workshops supporting parents, caregivers, and educators
- Reading challenges throughout the year for all ages
- Meeting rooms, study rooms and spaces for public use
- Civic resources such as income tax forms and voter registration
- Drive-thru window for convenient holds pick-up

Objectives:

Customer Service

- Explore credit card payment options for printing and paying fines or fees online
- Expand library service to include free or low-cost non-traditional benefits

Outreach

- Sustain existing partnerships, while finding opportunities for new ones

Programs

- Create opportunities off-site to connect with library staff

Technology

- Library App
- Upgrade gaming systems in the teen room

Next Steps

The Smith Public Library acknowledges that some of these objectives are more easily achieved than others. Some may only be accomplished through additional funding, grant opportunities, or the redeployment of staff and resources. Library leadership will work to advise on setting the priorities for this process. With proper resources in place, library staff will work towards accomplishing these objectives, along with the Library Advisory Board, City Management and community partners.



Library Action Plan

- Establish strategies for each objective
- Gather additional community input when appropriate
- Identify optimal partners or resources
- Commit to relevant staff training
- Research best practices from the wider library community
- Be fiscally responsible
- Evaluate objectives and identify any needed changes as we move forward



Library Statistics for Board Meeting July 2021

Circ Stats	April			May			June		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Check-In	36,725	1,155	29,394	36,376	26,389	30,287	49,893	32,279	43,471
Check-Out	32,543	783	25,840	39,723	18,026	30,449	54,025	30,222	46,934
Holds Processed	4,259	311	5,345	4,959	7,330	5,443	5,740	8,271	6,077
Borrowers Added	342	9	277	522	67	295	796	166	685

Check-in, Check-out and Borrowers Added are down by 13% from typical times (2019).
Holds still up by almost 6%.

June programming attendance overview:

	In-Person
Storytime	892
Kids Programs	782
Adult Programs	62
Adult Virtual (Zoom)	57

Upcoming Programs July 2021:

Kids:

July 13 Brett Roberts: Professor Pop and His Bubbles *LIVE @ 10 & 11am
 July 15 Brett Roberts: Professor Pop and His Bubbles *LIVE @ 6pm
 July 20 Blackland Prairie Raptors: Raptors in our Midst *VIRTUAL @ 10am on Facebook
 July 22 Silly Sparkles: Magic, Puppets and Surprises (bring your wand) *VIRTUAL @ 6pm on Facebook

Tweens (4th - 6th graders):

July 14 Science of Spin @ 2pm: Learn amazing yo-yo feats with Val Oliver. *IN-PERSON-Online registration required.

Teens (7th - 12th graders):

July 16th @ 2pm- Terrarium Take & Make. Come join us at the library, or grab a kit to take home, and make your own personalized succulent and air plant terrarium. We'll provide all the materials you need, and the plants! *IN-PERSON OR TAKE HOME* REGISTRATION REQUIRED
 Registration for this program will open July 9th

July 23rd @ 2pm- The Texas Storm Chasers are back for 2021! Chelsea Burnett will be hosting a presentation on severe weather in Texas, and you'll have a chance to submit your own questions for her to be answered in the video presentation! *VIRTUAL*

Adults:

Glassware Painting Tuesday, July 13 @ 6PM
 Paint a tumbler and enjoy a work of art with every sip. The class is led by artist Amy Pagan.
 Registration opens on June 29
 In-person at the library

Genealogy Club Tuesday, July 20 @ 6PM

Meet with fellow family history enthusiasts. Share what you've learned and ask about your brick walls. The group meets online the third Tuesday of every other month. Email libinfo@wylietexas.gov for more information. Meets on Zoom.

Mystery on the Orient Express Wednesday, July 21 @ 6PM You are a detective who boards the Orient Express in Paris, with your final destination being Bucharest, Romania, where murder awaits. Can you solve the mystery or will the killer go free? Join Girl Travel Tours and EFTours in this train trip mystery. Local Early Bird Registration opens June 30 & General Admission opens July 7 Meets on Zoom (This event will NOT be recorded)