

# Wylie Library Advisory Board Regular Meeting

February 26, 2024 – 7:00 PM

Council Chambers - 300 Country Club Rd., Bldg. 100 Wylie, TX 75098



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## CALL TO ORDER

Spotlight: Friends of the Library Board Director, Kristina Kelly

## COMMENTS ON NON-AGENDA ITEMS

*Any member of the public may address the 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. The Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, the Library Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

## CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Review and approve January 22, 2024 meeting minutes

## WORK SESSION

WS1. TMLDA Award Announcement

WS2. Review the monthly report

WS3. Review upcoming programs

## ADJOURNMENT

## CERTIFICATION

I certify that this Notice of Meeting was posted on February 23, 2024 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.

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Stephanie Storm, City Secretary

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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**  
**January 22, 2024 – 7:00 p.m.**  
**Council Chambers**

### CALL TO ORDER

*Announce the presence of a Quorum.*

Toshia called the meeting to order at 7:03 pm. The following Library Board members were present: Irene Chavira, Toshia Kimball, Brian Ortiz, Monica Munoz, Zachary Todd & Ofilia Barrera, Board Liaison. Board members not present: Roberta Schaafsma, Justin Strauch

### STAFF SPOTLIGHT

*Veronica McKay, Children's Librarian*

Veronica has been with the library since August of 2007 and highlighted some of the programs the Youth Services department provides: Bluebonnet Book Club, Idea Lab, and Big Kid Storytime. Within the library's Juvenile Collection she is responsible for Readers, Biographies, Nonfiction, and Spanish.

- Toshia asked how suggested reads are chosen.
  - ◆ Veronica cited several reference sources that are used in addition to community requests and input.
- Toshia asked how activities/programs are planned.
  - ◆ Programs are planned based on children's interests, community input, ideas that are trending, and feedback from other libraries and schools.

### 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.*

### CONSENT AGENDA

1. **Consider and act upon approval of the Minutes of the November 27, 2023 Library Board Meeting.**

**Board Action:**

- The Library Board Minutes of November 27, 2023.

- ◆ Toshia requested members review the minutes; there were no questions or changes requested.
  - Irene made a motion to approve the minutes as presented.
  - Zach seconded the motion.

All votes were in favor; the motion passed 5-0.

## **REGULAR AGENDA**

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### **WORK SESSION – DISCUSSION ITEMS**

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#### **WS1. Review the monthly report**

Ofilia walked through the report with the Board and brought attention to the addition of the Library App statistics to the database section. February will be Library Lovers Month and part of the campaign will focus on increasing the app downloads and usage. She also mentioned the launch of Bean Stack. Beginning with next month's report, there will be an additional section under Libby (Overdrive) showing numbers that are specific to the Smith Public Library as well as the consortium.

- ➔ In regards to Meeting/Training Highlights, Toshia asked if there is anything from the Supervisory Leadership training or Safety training that will be incorporated in 2024.
  - ◆ The All Staff monthly meetings always include a safety component that covers policies and procedures.

#### **WS2. Review upcoming programs**

- All regular storytimes, book clubs, and teen clubs have returned.
- Cello Concert on February 24th at 2:00pm.
- Partnering with Allstate Financial to host a series of financial workshops for adults on Thursdays in February.
- Next month's meeting will include a list of all the special programming coming in March for Spring Break, such as Bollywood dancing.
- Instead of Staff Spotlight next month, the Friends of the Library will come talk.
  - At their meeting last week, longtime President, David Elderbroom stepped down.
  - Allison Stowe is the new president.
  - Hopefully, Allison and/or Kristina Kelly will both be available to speak at our next meeting.

#### **WS3. Review strategic plan**

Ofilia explained that the current strategic plan only covered three years for it was created in 2020 during the first Covid outbreak. A shorter plan period was used as a way to bridge the uncertainty of that time.

- Next plan will hopefully be a full five year plan.
- Currently gathering information to help devise questions for polling the public and anyone who has an interest in the library for feedback. This could be library patrons, staff, Friends of the Library, Library Advisory Board, and even those who currently do not use the library.
- Will start putting those questions out in spring, as well as other times, especially in summer to get feedback from patrons who do not come year round.
- Although supply chain issues have improved, costs are still expensive and with the city close to build out, sustainability remains a focus.

- Toshia inquired about the front doors of the library: if changing them out is still too expensive and off the table.
  - ◆ Ofilia confirmed this.
- Zach questioned whether or not offering video games, in the teen room, is sort of counterproductive to what a library should offer.
  - ◆ The teen room is a gathering space for teens to have their own community, make their own connections and friendships; gaming is just a small part of that. Our offerings are very bare bones and low budget and intended to be a way for teens to relax while being with their friends.
- Brian asked to confirm that the current plan runs through the end of this year.
  - ◆ Ofilia confirmed the goal is to accomplish as much as possible on the current plan by the end of this year and to have the new plan in place for the start of next year.
- Toshia asked if there were any more questions or comments.
  - ◆ There were none.

### **ADJOURNMENT**

Zach made a motion to adjourn the meeting. Monica seconded the motion. All votes were in favor; the motion passed 5:0. The meeting adjourned at 7:32pm.

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**Justin Strauch, Chair**



February 1, 2024

Ms. Ofilia Barrera  
Smith Public Library  
300 Country Club Dr Bldg 300  
Wylie, TX 75098

Dear Ms. Barrera,

Congratulations to Smith Public Library! On behalf of the Texas Municipal Library Directors Association, I am pleased to inform you that you have been awarded the 2023 Achievement of Excellence in Libraries Award.

Your application clearly demonstrated your commitment to providing exceptional service to your community. Of the 545 public library systems in Texas, your library is one of only 84 who have earned this year's award. With this honor, your library is now in the top 15% of all public libraries in the state.

We know you will want to proudly display your accolades, which include a congratulatory letter, a digital medal and an award template that can be used to order a plaque. The digital medal is an image file that can be used (but not altered) on websites, email signatures, stationery, and other official library promotional materials. The digital image can be made to be clickable to the TMLDA award site or to a page displaying your accomplishment and/or completed application.

Again, congratulations on this accomplishment, and thank you for enriching the lives of your residents and providing your community with outstanding and innovative services.

Sincerely,

*Rachel Hadidi*

Rachel Hadidi  
President, Texas Municipal Library Directors Association





# Achievement of Library Excellence Award Information Sheet

Each year, Texas Municipal Library Directors Association (TMLDA) confers awards for outstanding contributions by public libraries to their communities. Since 1966 TMLDA has served to promote the public library profession, improve the methods of library service delivery, and maintain high standards of professional ethics; TMLDA remains an affiliate of the Texas Municipal League.

The Achievement of Library Excellence Award is open to TMLDA member library directors and the libraries they represent. To receive the Achievement of Library Excellence Award, the library must support standards of excellence in the following categories:

1. Services to underserved populations through outreach, special programs, collaborations with other organizations, or special collections
2. Innovative and effective marketing materials highlighting services and publicity about specific library programs
3. Collaboration with community organizations
4. Enhanced service to the public either through an increase in service or additional type of services
5. Literacy support for all ages
6. Digital inclusion through public internet access, digital literacy training, and online library services
7. Workforce development support
8. Cultural, topical, and educational programming for adults and families
9. Professional training opportunities for staff at all levels
10. Other services that support community that demonstrate how the library served the community with excellence during the past year.

TMLDA recognizes that two of the many strengths of Texas libraries are individuality and the ability to meet the specific needs of the communities served. Each award-winning library has chosen to emphasize the programs and services that best support local users where they live, work, and play. While no two public libraries are alike, they each strive for excellence.

According to the Texas State Library and Archives Commission, 545 public libraries exist in Texas. Of those libraries, only 84 received this award in 2023.

## Monthly Report for the Library Advisory Board

(Based on Weekly Reports sent to City Manager's office every Thursday)

	Jan 18 - Feb 21	Dec 21 - Jan 17	Nov 16 - Dec 20
<b>Storytime</b>	541	51	1008
<b>Kid Events</b>	805	37	176
<b>Teen Events</b>	39	22	16
<b>Adult Events</b>	68	21	156
<b>Outreach</b>	32	0	11
<b>Business Exchange</b>	169	104	108
<b>Circulation</b>	49,034	41,852	36,490
<b>Visitors</b>	15,047	12,046	11,464
<b>New Borrowers</b>	499	440	326
<b>Drive-Thru</b>	279	201	195
<b>Holds Processed</b>	4,720	4,156	3,895

<b>Ancestry</b>	<b>Sessions</b>	<b>Searches</b>	
Nov 2023	36	563	
Dec 2023	40	652	
Jan 2024	43	1,007	
<b>Creativebug</b>	<b>Sessions</b>	<b>Total Video Views</b>	<b>Hours Viewed</b>
Nov 2023	24	69	8.34
Dec 2023	14	16	3.27
Jan 2024	27	52	4.61
<b>Data Axle</b>	<b>Log-ins</b>	<b># of Searches</b>	<b>Total Records Downloaded</b>
Nov 2023	13	102	1,459
Dec 2023	15	101	994
Jan 2024	25	210	3,143
<b>Gale Courses</b>	<b>Enrollments</b>	<b>Total Course Log-ins</b>	<b>Total Minutes in Class</b>
Nov 2023	18	106	12,796
Dec 2023	12	136	18,529



Jan 2024	35	228	17,541
<b>Mango Languages</b>	<b>Total Sessions</b>	<b>Total Learning Time</b>	<b>Average Learning Time</b>
Nov 2023	82	8:29:56	0:07:04
Dec 2023	59	9:42:39	0:10:59
Jan 2024	96	10:40:10	0:08:06
<b>Udemy</b>	<b>Active Users</b>	<b>Courses Enrolled</b>	<b>Video Mins</b>
Nov 2023	58	110	12,992.20
Dec 2023	62	162	15,725.5
Jan 2024	79	173	14,516.2
<b>Library App</b>	<b>Devices</b>	<b>Launches</b>	<b>New Devices</b>
Nov 2023	450	2,135	219
Dec 2023	531	2,603	191
Jan 2024	683	3,785	244

**Digital Resources Usage:**  
**(Presented by calendar month)**

<b>Libby (Overdrive)</b>				
<b>Totals for Consortium</b>	<b>January 2024</b>	<b>December 2023</b>	<b>November 2023</b>	<b>October 2023</b>
<b>Unique Users</b>	16,739 SPL - 1,888	14,822	14,740	14,784
<b>Check-Outs</b>	69,451 SPL - 7,499	58,716	58,516	60,673
<b>Holds</b>	35,302	25,401	24,842	26,370
<b>Purchases</b>	1,018	911	483	826

<b>Hoopla Circulation Counts by Month:</b>								
	<b>Audio</b>	<b>Binge</b>	<b>Comics</b>	<b>Ebooks</b>	<b>Movies</b>	<b>Music</b>	<b>TV</b>	<b>Total</b>
<b>Oct 2023</b>	1,271	29	137	508	123	55	29	2,152
<b>Nov 2023</b>	1,175	28	116	525	126	39	55	2,064
<b>Dec 2023</b>	1,248	23	124	480	123	55	67	2,120
<b>Jan 2024</b>	1,212	23	167	574	134	41	88	2,239

<b>Kanopy</b>				
<b>Stats</b>	<b>Visits</b>	<b>Pages</b>	<b>Plays</b>	<b>Minutes</b>
<b>Oct 2023</b>	3,675	4,148	390	12,904
<b>Nov 2023</b>	4,104	4,719	420	10,561
<b>Dec 2023</b>	3,774	4,369	504	15,412
<b>Jan 2024</b>	4,046	4,914	763	19,319
<b>Kanopy</b>				
<b>Plays by Device</b>	<b>Tablet</b>	<b>Desktop</b>	<b>Mobile</b>	<b>Television</b>
<b>Oct 2023</b>	22.1%	23.3%	13.8%	40.8%
<b>Nov 2023</b>	34.0%	22.6%	11.7%	31.7%
<b>Dec 2023</b>	34.5%	19.8%	17.1%	28.6%
<b>Jan 204</b>	17.7%	11.7%	35.6%	35.0%

**Meetings/Training Highlights:**

- 1/22/24 Ofilia and Lisa attended the Summer Kickoff planning meeting
- 1/23/24 Weekly admin team meeting
- 1/23/24 Ofilia attended the City Council meeting
- 1/24/24 Various staff attended the virtual monthly post council meeting
- 1/24/24 Ofilia attended the Addressing the Roots of the Book Ban Crisis webinar
- 1/24/24 Ofilia, Lisa and Debbie met with Brittany from the Rec to discuss school field trip organization
- 1/25/24 Ofilia attended the Rotary meeting
- 1/25/24 Ofilia, Lisa and Elizabeth attended the Solar Eclipse event planning meeting
- 1/25/24 Ofilia and Elizabeth one on one
- 1/26/24 All staff meeting
- 1/26/24 Ofilia and Lisa weekly one on one
- 1/26/24 Ofilia attended ICMA High Performance Leadership Virtual Live Event
- 1/29/24 Ofilia met with Caroline from UNT to discuss potential program partnership
- 2/5/24 Ofilia and Lisa met w/Rec staff to discuss Summer Kickoff
- 2/6/24 Ofilia attended the staff meeting
- 2/9/24 Ofilia attended the Public Library Administrators Meeting in Irving
- 2/13/24 Ofilia attended the City Council meeting
- 2/15/24 Admin team went through procurement training
- 2/15/24 Ofilia attended the Women Leading Government webinar
- 2/16/24 Monthly librarian meeting
- 2/16/24 Ofilia attended the ICMA High Performance Leadership event live
- 2/16/24 Lisa led the Public Library Managers Network meeting in Euless
- 2/19/24 Ofilia attended the staff meeting
- 2/20/24 Ofilia attended Project U presented by Burleson Economic Development Corporation

**Misc. Information:**

- 1/20/24 Lisa represented the library at Wylie ISD Multicultural Event
- 1/23/24 Ofilia attended the Hartman Elementary Dream Space ribbon cutting
- 1/30/24 Ofilia and Debbie did a library tour for Harrison FASE 5 & 6 graders
- 2/8/24 Lisa WISD mentoring

## Upcoming Library Programs - March 2024

### Programs for All

#### **Friends of the Library Bookmark Design Contest**

February 1 - March 16

Calling all artists! The Friends of the Rita & Truett Smith Public Library are sponsoring a bookmark design contest. One winner from each category will be chosen and the winner's design will be printed and distributed at the library. Artists are encouraged to interpret the theme: Your Colorful Library World. Entry forms available at the library or on the Friends web page at [WylieTexasGov/Library](http://WylieTexasGov/Library)

#### **Ramadan Around the World**

Saturday, March 23

11:00am - 1:00pm

Community program in partnership with the Sachse Muslim Society Sisters Committee and EPIC Children's Committee. Come and go crafts, a special lobby display and meet author Ndaa Hassan!

#### **Community Culture Fest**

Saturday, March 23 @ 10:00AM - 2:00PM - Collin College -Wylie Conference Center

Join us at our multicultural festival! Look forward to performers, crafts, food, and more! Brought to you by Smith Public Library and Collin College Wylie Campus Library.

### Adults

#### **Medicare 101**

Saturday, March 2 @ 10:30AM

Turning 65 or New to Medicare? We would like to invite you to an informative Medicare 101 meeting with Mike Ward. The meeting lasts 45 minutes and he opens it up to questions afterward to last about an hour in total.

#### **Organizing Closets**

Tuesday, March 19 @ 6:00 PM

Does your closet overwhelm or frustrate you? Sandy Jones of Someday Organizing teaches how an organized closet saves time and money.

#### **Anime Watch Party**

Tuesday, March 26 @ 5:30 PM

Set aside some time to catch up on anime on your to-be-watched list. Vote on which title to watch now till March 1. Registration will open on March 6.

#### **3D Printer Demos**

Wednesday, March 27 @ 5:30 PM

Wednesday, April 24 @ 5:30 PM

Come learn about the library's 3D printers, including our new dual extruder printer! Get a chance to see it in action, to ask questions, and learn how to request your own 3D prints.

**Third Tuesday Book Club**

For Ages: 55+

Tuesday, March 19 - The Keeper of Hidden Books by Madeline Martin

**Booked on Fridays**

Friday, March 8 - The Housemaid by Freida McFadden

**Preschool**

Free sticker tickets are required for all storytimes and are available on storytime day. Space is limited due to fire code.

**Family / Bilingual Storytime (In English & Spanish)**

All Ages

Mondays @ 6pm

**Infant Storytime**

0 - 11 months

Wednesdays @ 10am

**Big Kid Storytime**

3 - 5 years

Wednesdays @ 10:45 & 11:30am

Thursdays @ 1:30pm

**Toddler Time**

1 - 2 years

Fridays @ 10:15 & 11:00am

**Sensory Storytime**

Pre-K - 2nd Grade

First Saturdays 10:15am

**Kids****Kids Winter Reading Challenge**

For K - 6th graders

January 5 - March 9

Pick up a game board at the library or print one at home. Mark an "X" on each spot for every book you read. Read 5 books to land on a snowflake and receive a small prize while supplies last.

**Nothing But Bundt Cakes Reading Challenge**

March 1 - 30

Pick up a log at the children's desk, read 400 minutes and collect a bundt cake from Nothing But Bundt Cakes-limit 1 per child. Kinder - 6th grade.

**Spring Break Program: Tejas Dance will present a Bharatanatyam Dance Special**

Thursday, March 14 from 4-5pm

Come enjoy this classical Indian dance form.

**My Very Own Book Club**

1st & 2nd graders (6-8 years old) meet on the designated date from 3:30-4:30pm in the Multi-Purpose Room.

March 19 & 21

*The Adventures of Mouse Deer* by Aaron Shepard

**BeTween Book Club**

4th-6th graders (9-12 years old) and meets on the designated date from 6-7pm in the Storytime Room.

March 12

*Dead End in Norvelt* by Jack Gantos

**Idea Lab**

**3rd & 4th graders (8-10 years old)** meet on the designated date from 3:30-4:30pm in the Multi-Purpose Room.

Solar Eclipse Fun

March 28

**Won't You Be My Neighbor Day**

Wednesday, March 20

Celebrate Mr. Rogers' birthday! Kids and teens can go to the children's and teens desk and tell us something nice they have done for someone and they get to choose a Mr. Rogers button.

**Teens****Teen Winter Reading Challenge**

For 7 - 12 graders

January 5 - March 9

All on Beanstack! Read 10 books from various categories to get a prize.

**Spring Break Program: City of Wylie AMA (Ask Me Anything)**

Thursday, March 14 from 4-5pm

For teens in 7 - 12 grades

Talk to city department directors, specialists, and experts in their fields about what kind of education they need in their position, what they do every day on the job, and weird and hilarious stuff they've encountered over their time in city government. We'll have representatives on hand from human resources, city planning, finance, the fire department, courts, the city secretary's office, engineering, the library, and more! Find your career here!

**Teen Book Club**

7th-12th graders meet monthly at 6pm in the storytime room to chat about the book we read, discuss what else we've been reading, and snack! The first 30 teens to sign up get a free copy of the book!

March 14

*¡Ay, Mija!* by Christine Suggs

**Japanimation**

Our anime and manga club for 7th-12th graders! Join us every month in the storytime room at 6pm to watch anime, chat about manga, do some crafts, and share artwork with each other.  
March 21

**Roll for the Initiative: SPL's Teen Dungeons & Dragons Group**

7th-12th graders only. Registration required. Space may be limited for specific meetings.

March 7 - Campaign 2 (Part 2)