

Wylie Library Advisory Board Regular Meeting

August 26, 2024 – 7:00 PM

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



CALL TO ORDER

Staff Spotlight: Erica Arena, Adult Services Librarian

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 the July 22 meeting minutes

REGULAR AGENDA

WORK SESSION

[WS1.](#) Library Fine Elimination Presentation for City Council

[WS2.](#) Review monthly report

[WS3.](#) Review upcoming programs

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on August 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.

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

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

CALL TO ORDER

Announce the presence of a Quorum.

Justin Strauch called the meeting to order at 7:00 p.m. The following Library Board members were present: Justin Strauch, Brian Ortiz, Monica Munoz, Roberta Schaafsma, Irene Chavira & Toshia Kimball & Ofilia Barrera Board Liaison. Board members not present: Zachary Todd

STAFF SPOTLIGHT

Carmen Ramirez, Library Technician

Carmen Ramirez provided the Board with a description of her role and duties as a Library Technician.

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 June 24, 2024 Library Advisory Board Meeting minutes.

Board Action:

A motion was made by Toshia Kimball, seconded by Monica Munoz, to approve the minutes with one spelling correction. A vote was taken and the motion passed 6-0.

REGULAR AGENDA

1. Nominate and vote on Board Chair

Board Action:

The nomination of Justin Strauch for Board Chair was made by Toshia Kimball and seconded by Monica Munoz. A vote was taken and the nomination passed 6-0.

2. Nominate and vote on Board Vice Chair

Board Action:

The nomination of Toshia Kimball for Board Vice Chair was made by Justin Strauch and seconded by Monica Munoz. A vote was taken and the nomination passed 6-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Review Fine Free Information.

Oflia Barrera presented the Board with multiple articles and data related to revenue generated by the library that support the elimination of late fees.

Roberta Schaafsma suggested the information be presented as a future agenda item allowing for a formal vote. The Board agreed.

WS2. Review the monthly report.

Oflia Barrera presented information to the Board covering program attendance, resource usage by patrons, and staff meeting/training highlights for the period of June 20, 2024 to July 17, 2024.

WS3. Review upcoming programs.

Oflia Barrera presented a list of programs and descriptions for the month of August while noting this time to be less active for it falls between the Summer and Fall program periods.

ADJOURNMENT

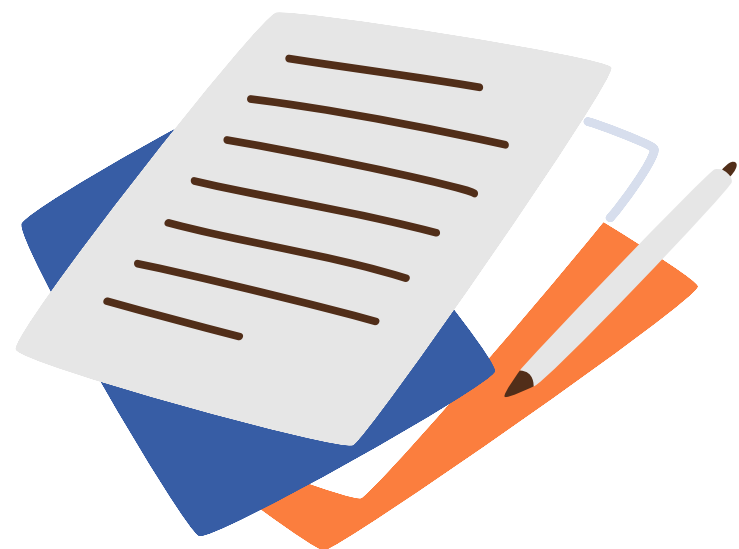
A motion was made by Toshia Kimball, seconded by Monica Munoz, to adjourn the meeting at 7:50 p.m. A vote was taken and the motion passed 6-0.

Justin Strauch, Chair

Smith Public Library

FINE FREE INFORMATION





Articles shared with Library Board

- Long Overdue: Why public libraries are finally eliminating the late-return fine
- Imagining a Fine Free Future
- Fine Farewells: LJ's 2022 Fines and Fees Survey.



\$ Why fine? \$

- **As a motivator to return items on time.**
- **Patrons think the library is getting those funds, therefore they are supporting the library.**

The Reality of fines

- **Fines affect families and economically disadvantaged patrons most.**
- **Instead of encouraging them to return the items, those late items do not come back at all for fear of fines.**
- **Reduced use of the library because of fines on accounts.**



Breakdown of the numbers

Amounts Tendered	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 - 3 quarters
Printing (3D & Paper)	\$6,015.41	\$6,774.09	\$6,712.16	\$8,532.78	\$6,313.47
Circulation Fees (Card replacement, processing)	\$912.21	\$1,065.60	\$1,275.01	\$1,254.30	\$988.79
Damaged & Lost Items	\$6,440.42	\$8,744.50	\$8,563.41	\$10,141.95	\$7,271.93
Meeting Room Rentals	\$625.00	\$922.50	\$165.00	\$1,455.00	\$930.00
Overdue items	\$20,673.02	\$17,808.78	\$14,863.40	\$15,152.38	\$12,536.80
Overall Totals:	\$34,666.06	\$35,315.47	\$31,578.98	\$36,536.41	\$28,040.99
All fines and fees except Overdue Items	\$13,993.04	\$17,506.69	\$16,715.58	\$21,384.03	\$15,504.19
Overdue items	\$20,673.02	\$17,808.78	\$14,863.40	\$15,152.38	\$12,536.80

The City takes in on average \$4 million dollars in fees across all departments. Using an average of the overall totals for library fees, the total contributed by the library would equal .875%. Overdue items alone equal only .4265% of total City fees.

What fines cost the library.

- **Staff time/stress**
- **Inferior customer service creating a combative atmosphere**
- **Lessens library use**
- **Loss in materials**



Fine free is all around us

North Texas Fine Free Libraries

Addison	Dallas	Grapevine	Richardson
Arlington	Denton	Howe	Richland Hills
Aubrey	Desoto	Irving	Rowlette
Bedford	Duncancville	Keller	Royce City
Benbrook	Euleess	Kennedale	Sachse
Burleson	Flower Mound	Lewisville	Saginaw
Carrollton	Forest Hill	McKinney	Sanger
Cedar Hill	Fort Worth	Mesquite	Sherman
Colony	Frisco	Minteral Wells	Southlake
Coppell	Garland	Plano	Weatherford

How would this work?

- **With Council approval, an amendment to the City Ordinance would be made to eliminate overdue library fees.**
- **We can begin as early as October 1st coinciding with the new fiscal year.**
- **Patrons with lost items on their accounts could then return their items with no fear of being fined.**



Monthly Report for the Library Advisory Board

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

	July 18 - Aug 21	June 20 - July 17	May 23 - June 19
Storytime	113	1,088	751
Kid Events	598	1,437	3,244
Teen Events	49	101	45
Adult Events	113	97	262
Outreach	46	47	200
Business Exchange	190	141	115
Circulation	67,279	50,723	56,573
Visitors	23,544	21,329	22,742
New Borrowers	773	664	875
Drive-Thru	377	278	256
Holds Processed	7,235	5,711	5,767
Ancestry	Sessions	Searches	
May 2024	25	293	
Jun 2024	12	337	
Jul 2024	28	585	
Creativebug	Sessions	Total Video Views	Hours Viewed
May 2024	6	10	0.37
Jun 2024	6	25	1.27
Jul 2024	7	15	0.78
Data Axle	Log-ins	# of Searches	Total Records Downloaded
May 2024	15	44	1,155
Jun 2024	23	153	6,435
Jul 2024	23	130	359
Gale Courses	Enrollments	Total Course Log-ins	Total Minutes in Class
May 2024	18	251	32,531

Jun 2024	31	233	24,199
Jul 2024	22	243	28,343
Mango Languages	Total Sessions	Total Learning Time	Average Learning Time
May 2024	125	12:09:33	0:05:19
Jun 2024	107	14:17:49	0:07:31
Jul 2024	109	15:59:44	0:08:34
Udemy	Active Users	Courses Enrolled	Video Mins
May 2024	60	135	9,641.3
Jun 2024	64	136	11,775.8
Jul 2024	62	153	13,150.8
Library App	Devices	Launches	New Devices
May 2024	771	4,293	126
Jun 2024	859	4,817	176
Jul 2024	940	5,426	170

Digital Resources Usage:
(Presented by calendar month)

Libby (Overdrive)			
Totals for Consortium	July 2024	June 2024	May 2024
Unique Users	17,406 SPL - 1,912	17,006 SPL - 1,929	16,633 SPL - 1,865
Check-Outs	67,310 SPL -7,263	65,250 SPL -7,075	65,116 SPL - 7,049
Holds	32,196	32,098	30,102
Purchases	484	818	484

Hoopla Circulation Counts by Month:								
	Audio	Binge	Comics	Ebooks	Movies	Music	TV	Total
May 2024	1,117	25	194	495	166	51	95	2,143
June 2024	1,021	31	95	442	136	62	63	1,850
July 2024	1,088	19	131	437	179	50	77	1,981

Kanopy				
Stats	Visits	Pages	Plays	Minutes
May 2024	3,312	3,950	508	12,317
June 2024	2,970	3,585	343	8,047
July 2024	2,018	2,466	388	10,619
Kanopy				
Plays by Device	Tablet	Desktop	Mobile	Television
May 2024	15%	22.8%	38%	24.2%
June 2024	23.6%	9.6%	42.3%	24.5%
July 2024	25.5%	12.1%	36.1%	26.3%

Meetings/Training Highlights:

- 7/23/24 Weekly Admin Team Meeting
- 7/23/24 Ofilia attended the City Council Meeting
- 7/23/24 Ofilia and Lisa met with Kisha (PD) and Gloria w/Stronger Women organization
- 7/25/24 Ofilia attended the Rotary meeting
- 7/25/24 Ofilia and Elizabeth one on one
- 7/26/24 Ofilia attended the Rotary Board meeting
- 7/26/24 Ofilia and Lisa weekly one on one
- 7/30/24 Ofilia and Debbie met with WISD NJHS student that wants to start English tutoring program at the library
- 8/1/24 Ofilia and Debbie one on one

- 8/6/24 Ofilia attended the staff meeting
- 8/6/24 Ofilia and Lisa attended the WFR Narcan Implementation Meeting
- 8/8/24 Ofilia attended the Public Library Administrators of North Texas Meeting
- 8/13/24 Ofilia and Lety one on one
- 8/13/24 Ofilia and Lisa met to plan the Library Inservice meeting
- 8/13/24 Ofilia attended the City Council meeting
- 8/14/24 Ofilia and Lisa met with the Purchasing department
- 8/14/24 Ofilia, Lisa and Cheryl met to review donation guidelines and book sale procedures
- 8/15/24 Ofilia attended the webinar: WLG MasterClass Session 12: Homelessness Presented by Jennifer Harkey, Program Director, Ventura County Continuum of Care
- 8/16/24 Lisa hosted the Public Library Management Network Meeting
- 8/20/24 Ofilia and Yentl met to plan Bilingual Family Storytime in the fall
- 8/20/24 Ofilia and Lisa attended the Friends of the Library meeting
- 8/21/24 Lisa attended the Tekkies meeting

Misc. Information:

- 7/23/24 Ofilia and Lisa attended the WISD New Teacher Luncheon
- 7/30/24 Lisa did safety training with Ranchitha, Library Technician
- 8/3/24 Ofilia and Cheryl worked the Wylie ISD Back to School Fair
- 8/10/24 Ofilia and Lisa worked the Tee Up for School Event presented by the Friends of the Library

Upcoming Library Programs - September 2024

Adults

Zero-Proof Cocktails 101: Alcohol-free Workshop & Tasting

Tuesday, September 17 @ 6pm

A hands-on beverage workshop, presented by Beyond the Bar. Join our fun and interactive workshop where you'll learn the secrets to crafting incredible, alcohol-free cocktails that tantalize the taste buds. The experts at Beyond the Bar will guide you in preparing two craft cocktails using non-alcoholic and zero-proof spirits, complete with mixers, ice, and garnishes. All materials provided.

Meets in the Multipurpose Room
Registration opens on September 4th

3D Printer Demos

Wednesday, September 25 @ 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.

Registration opens on September 11
Meets in the Makerspace

Medicare 101

Tuesday, September 10 @ 10:30am &
Saturday, September 14 @ 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.

Meets in the Conference Room
RSVP by Calling Mike Ward at 469-853-5696

Preschool

Free stickers are required to enter all storytimes and are available right before the event time. Space is limited due to fire code.

Bilingual Family Storytime for all ages
Mondays @ 6:30pm

Infant Storytime for 0 - 11 month olds
Wednesdays @ 10am

Big Kid Storytimes for 3 - 5 year olds

Wednesdays @ 10:45am and 11:30am
 Thursdays @ 1:30pm

Toddler Time for 1 - 2 year olds
 Fridays @ 10:15am and 11am

Kids

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.

September 17 & 19

We Don't Eat Our Classmates by Ryan T. Higgins

BeTween Book Club

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

September 10

Ground Zero by Alan Gratz

Idea Lab

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

September 26

Sound Lab

Teens

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!

September 15

Five Survive by Holly Jackson

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.

September 26

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

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

September 12 - Campaign 1, Part 1