

Wylie Library Advisory Board Regular Meeting

November 08, 2021 – 7:00 PM

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



CALL TO ORDER

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. Approve the minutes from the October 11th meeting

WORK SESSION

WS1. Meet David Elderbroom, Friends of the Library President.

WS2. Discuss a change in meeting venue and a possible change to meeting dates due to Council order.

WS3. Overview of recent events: Night of Spooks and 50th Anniversary Party.

WS4. Update on Assistant Director position.

WS5. Review recent library usage statistics

WS6. Review upcoming library programs and holiday closures.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on November 5, 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
October 11, 2021 – 7:00 p.m.
Library Conference Room

CALL TO ORDER

Announce the presence of a Quorum.

Board Chair Juan Azcarate III, called the meeting to order at 7:00pm. The following Library Board members were present: Toshia Kimball, Carla McCullough, Kristina Jones, Kristin Botsford, Irene Chavira, Rosalynn Davis & Ofilia Barrera, Board Liaison.

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 August 9, 2021 Library Board Meeting.

Board Action:

- The Library Board Minutes of Monday, September 13, 2021. Correction a period after change and capitalize Y in yes
 - ◆ Kristina made a motion to approve the minutes
 - Toshia 2nd, all in favor

WORK SESSION – DISCUSSION ITEMS

1. Review sorter request and update on staffing.

- City council agreed to fund the sorter for the library, so now the library can get a new sorter.
 - ◆ There was also talk at the City Council meeting about adding a couple of splash pads to Wylie, someone mentioned that they would both be at the west side of town, but the mayor interjected that the east side would need one because they don't even have a library. Ofilia chimed in saying she would gladly set up a library branch on the east side of town.
 - ◆ The process for the sorter can now begin, with the library putting out specs for what's needed so companies can start to bid.

- Juan asked how long it would take to get the RFP and process going. Ofilia said that it will probably take longer than she thinks because of shortages and many other factors.
 - Ofilia gave an example of a patron complaining about why the library doesn't have a certain new book, and he was informed that many books have been ordered; they just haven't arrived due to supply chain interruptions.
- Ofilia mentioned that as far as staffing the process to hire the new assistant director has started and she had already received a few applications. Within a week or so she will begin the process of calling and scheduling interviews.
 - ◆ Roz asked where the assistant director position was being posted. Ofilia stated that it was on the City's website and the Texas Library Association website.
- Ofilia informed the board that the full time technical service position has been filled by an internal employee and she will be starting next week.
 - ◆ Juan asked if now that Ana has moved up if there is a new vacancy for her old position. Ofilia confirmed that was now the case.

2. Review statistics for September 2021 and FY 21.

- September is the last month of the fiscal year, and Ofilia was hoping to have all the computer statistics ready to present to the board, however those statistics take a while to process. She will present them once she receives them.
- Numbers for circulation and library visitors are showing fairly well post pandemic.
 - ◆ Juan asked if there was an event in the multipurpose room because he came by and it was busy. Ofilia stated it was for a kids club event that was being held.
 - ◆ Juan also asked if there was any data showing if the patrons were from Wylie or any other locations. Ofilia said she hasn't pulled data lately but the last time she did the numbers were about 60/40 with 60% being from Wylie.

3. Review details/schedule of Night of Spooks and Library 50th Anniversary Programs.

Brainstorm library memory activities.

- Tuesday is the Night of Spooks and we are set to have a Shop of Curiosities show. This was in the works before the pandemic, and is now finally taking place.
 - ◆ The reservations are full for all the shows and filled up very quickly, over a weekend the spaces were full. Most patrons have already paid for their seats.
 - ◆ Trick or treating will be at every reference desk, as well as crafts in the storytime room and a scavenger hunt in the children's section.
- Ofilia included the flyer with the schedule of the 50th Anniversary party to the packet for the board.
 - ◆ The Texas credit union will be at the library that day for food, as well as SMOs Donuts and Kona Ice.
 - The food trucks and the car show will be out in the parking lot.
 - ◆ Elvis, crafts and Red Door Dance will be in the library.
 - Elvis will be performing twice during the event.
 - ◆ Ofilia said she was trying to come up with a method for people to share their memories of the library, but still wasn't quite sure how to go about it, and asked the board if they had any suggestions.
 - Carla suggested a picture be taken as they walk in then they can give a recap of what the library has meant to them.
 - Ofilia said the library doesn't have an instant camera to get people's pictures quickly.
 - Kristin asked what the plan was for the memories. Ofilia was thinking about posting the memories on our website or social media or having a display where people can read the memories.

- Kristin asked what if someone dresses up as an old 50s reporter and goes around interviewing people. If someone asks them directly, they may be more willing to share.
 - ◆ Juan asked if the staff was going to be running it. Ofilia said it is being run by the Friends, but staff and herself will be present during the event.
 - ◆ Roz asked if past employees or volunteers would be attending the event. Ofilia said that she has been trying to get the word out to as many people as possible.

4. Review upcoming programs.

- Ghost hunting program will be tomorrow night.
- Medicare 101
- Comic book club for adults
- Ofilia shared that there have been some programs where people have registered but no one has shown up.
 - ◆ Juan asked how the Medicare program was doing and if it was a regular program. Ofilia shared that it has happened every month and the turnout has been good.
- There are also a few more finance sessions coming up in January also.

5. Other Business

- Ofilia to present computer statistics to the library board.
- Computer use policy may need to be updated. If it does, Ofilia will send the policy to the board.
- Juan asked if there had been any more discussion on the Rec Center. No, there has not been, actually the Rec Center was supposed to present their findings on the yearly fee at tomorrow's council meeting but they asked for another 2 weeks.
 - ◆ City council asked YMCA for more information but they have still not responded with the information.
- Toshia asked where the new fuel station was going to be. Ofilia shared it would be next to the police station. She also stated that there were quite a few people who were not happy about it but that there were also quite a few people that were happy about it because they have good tacos.
 - ◆ Kristina stated that she read that the taco shop that is in the Fuel City in Dallas is not going to be part of the one in Wylie, but hopefully enough people will be upset about it and they will add it.
- Many board members were hoping for a Panera Bread.

ADJOURNMENT

Carla made a motion to adjourn the meeting. Roz 2nd motion; all approved
Meeting adjourned at 7:32pm.

Juan Azcarate III, Board

Library Statistics for Board Meeting November 2021

| Circ Stats | July | | | August | | | Sept | | | October | | |
|-----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|--------|--------|
| | 2019 | 2020 | 2021 | 2019 | 2020 | 2021 | 2019 | 2020 | 2021 | 2019 | 2020 | 2021 |
| Check-In | 57,069 | 35,015 | 45,173 | 44,580 | 32,803 | 38,375 | 36,591 | 29,079 | 31,161 | 37,541 | 31,965 | 32,047 |
| Check-Out | 52,008 | 29,746 | 39,911 | 36,979 | 27,606 | 31,613 | 33,797 | 25,816 | 27,097 | 34,405 | 29,214 | 29,203 |
| Holds Processed | 5,298 | 7,940 | 5,073 | 5,143 | 7,637 | 5,023 | 4,611 | 6,482 | 5,139 | 4,645 | 5,648 | 4,382 |
| Borrowers Added | 690 | 201 | 479 | 447 | 268 | 334 | 395 | 228 | 316 | 341 | 392 | 423 |

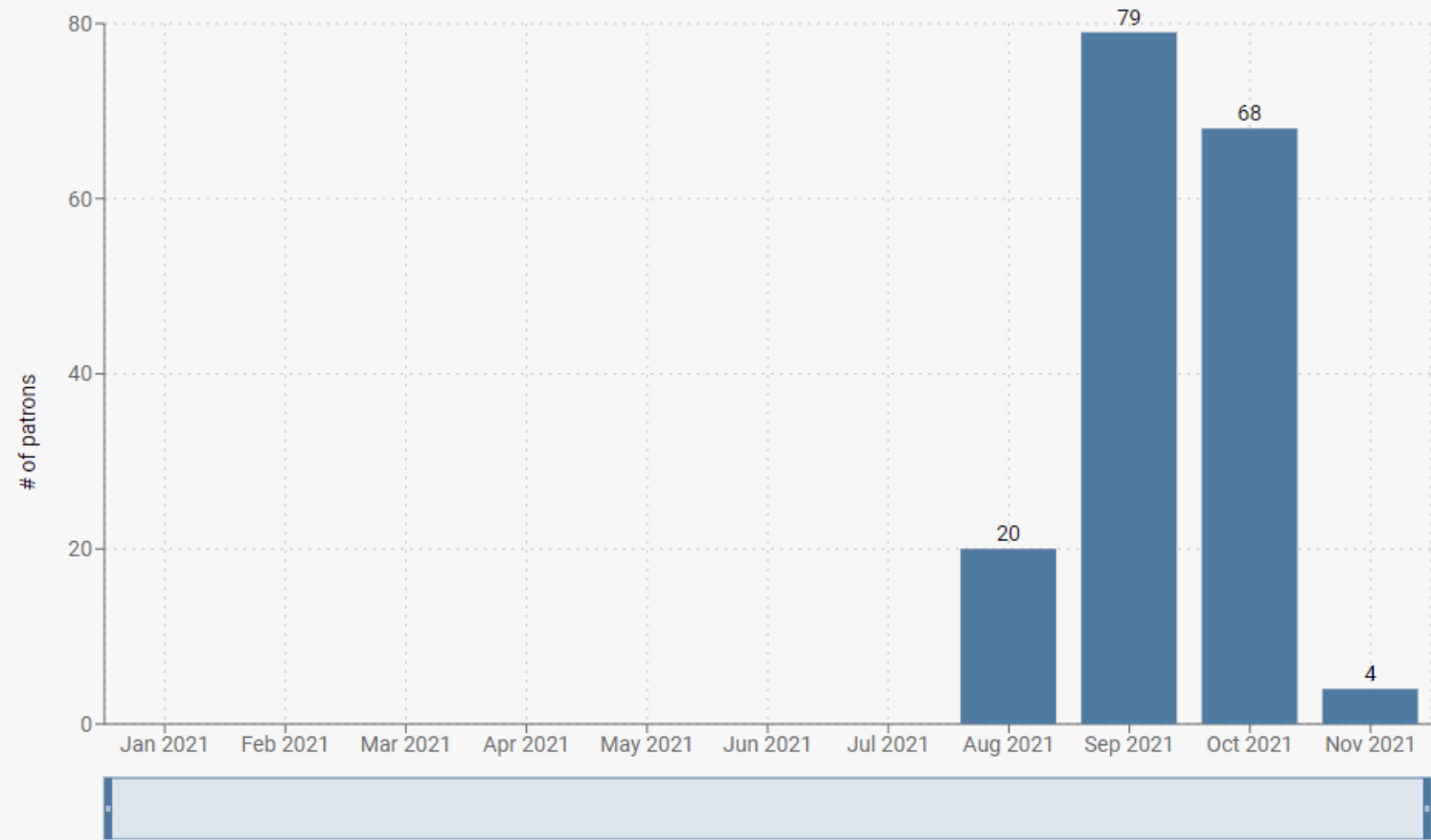
| | | | | |
|-----------------|--------|---------|--------|------------|
| Kanopy | | | | |
| Stats | Visits | Pages | Plays | Minutes |
| August 2021 | 502 | 659 | 133 | 2,675 |
| September 2021 | 564 | 843 | 289 | 4,779 |
| October 2021 | 583 | 813 | 229 | 5,892 |
| | | | | |
| | | | | |
| Plays by Device | Tablet | Desktop | Mobile | Television |
| August 2021 | 8.30% | 55.60% | 21.80% | 14.30% |
| September 2021 | 5.90% | 48.80% | 31.10% | 14.20% |
| October 2021 | 2.20% | 64.20% | 11.80% | 21.80% |

Hoopla

New Patrons

This report shows the number of Patrons that are new to hoopla for your library for a given period of time.

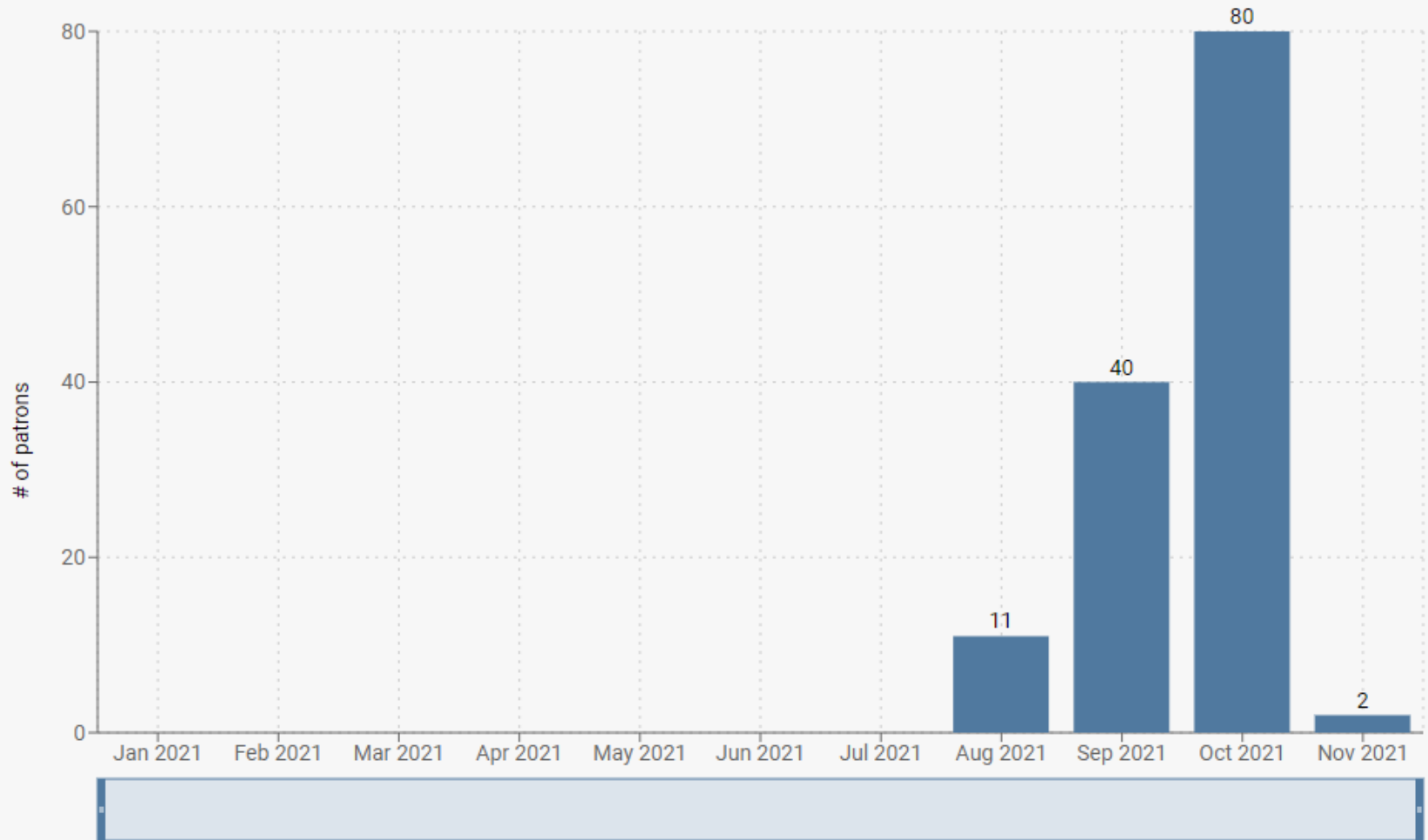
Show New Patrons for This Year to Date summarized by month



Patron Borrowing Report

This report shows the total number of unique patrons who have borrowed **Instant** content on hoopla for your library during a given period of time.

Show Active for This Year to Date summarized by month



TexShare Databases Usage Dashboard by [Resource Sharing](#)



TexShare Databases Usage Dashboard

Select Library Name and Date Range

Rita & Truett Smith Public Library



Start Date

July 2020



End Date

July 2021



Rita & Truett Smith Public Library

Last Updated: 8/9/2021. Added Usage from July 2021

Uses of TexShare Resources by Library Patrons

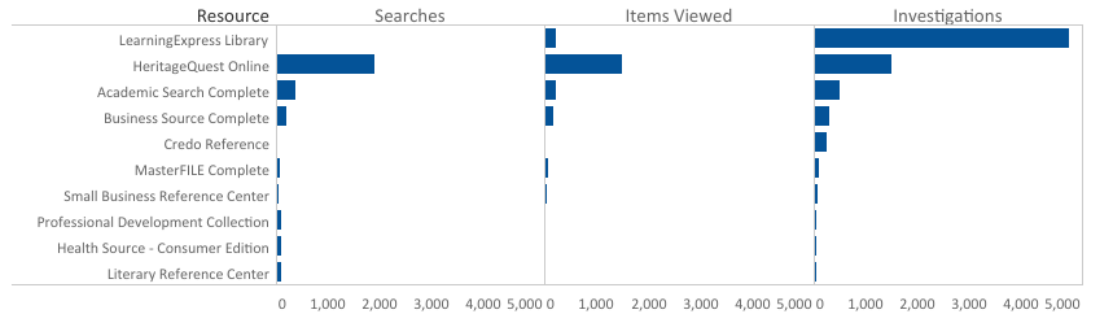
| Searches | Items Viewed | Investigations |
|----------|--------------|----------------|
| 5,837 | 2,617 | 8,182 |

TexShare Use for the month of

July 2021

| Searches | Items Viewed | Investigations |
|----------|--------------|----------------|
| 145 | 161 | 610 |

Most Used TexShare Resources



Total Use for all TexShare Resources during Report Period

| Vendor | Resource | Searches | Items Viewed | Investigations |
|--------|---|----------|--------------|----------------|
| Credo | Vendor Total | 19 | 11 | 260 |
| | Credo Reference | 19 | 11 | 260 |
| EBSCO | Vendor Total | 3,779 | 758 | 1,372 |
| | AHFS Consumer Medication Information | 61 | | |
| | Academic Search Complete | 380 | 219 | 486 |
| | Agricola | 61 | | |
| | Alt HealthWatch | 77 | 10 | 10 |
| | American Heritage Children's Dictionary | 16 | | |

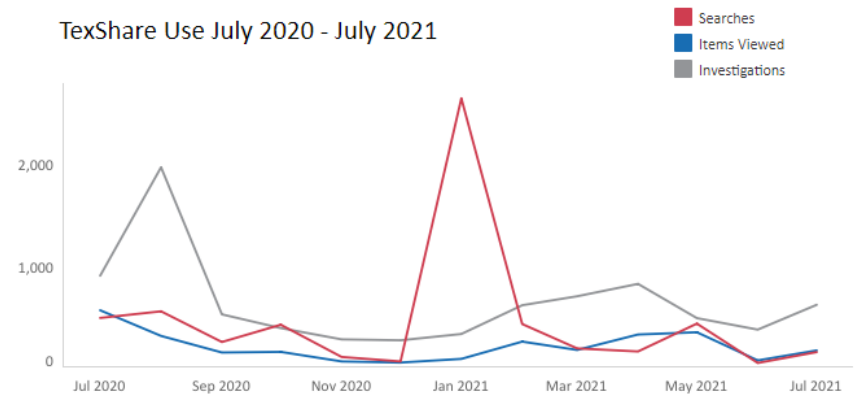
Download Report: Table Format

Download Report: Normalized

Usage Dashboard Update Log

Usage Dashboard Documentation

TexShare Use July 2020 - July 2021

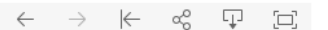


Searches (Searches_Regular) = total searches conducted in resource | Items Viewed (Total_Item_Requests) = full-text views & media downloads | Investigations (Total_Item_Investigations) = full-text PLUS previews, abstract views, any other interaction

All reported usage data is presented in COUNTER 5 format. For a full breakdown of included TexShare usage data, see the Vendor Usage Documentation tab

TexShare Databases Usage Report and Dashboard created by Kate Reagor at the Texas State Library and Archives Commission. Please email TexShare@tsl.texas.gov for assistance

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Upcoming Library Programs - November 2021

Adults

Self Care During Stressful Times

Tuesday, November 9 @ 6:30PM

Learn from Certified Counselor Maggie Roney how to take better care of ourselves when our stress levels feel overwhelming. Register to attend in person starting October 19 or watch on Facebook Live.

Meets in the Multipurpose Room

[Registration opens on October 19](#)

Booked on Friday

November 12

[The Four Winds](#)

Kristin Hannah

Asia Pop Meetup

Saturday, November 13 @ 2:30

Our club for adult fans of Asian pop culture is back! Come explore animation, comics, music, games and more from Japan, China, and Korea. We'll meet every other month, alternating with our new virtual Comiclub. This will be our first meeting, so bring your ideas about what YOU want this club to be. Seating will be spaced to maintain social distance. (Formerly Anime MeetUp)

Meets in the Multipurpose Room

[Register on Eventbrite](#)

Third Monday Book Bunch

November 15

[The Book of Lost Friends](#)

Lisa Wingate

DIY Bookbinding

Tuesday, November 16 @ 6:00PM

Learn the basics of Bookbinding in this hands-on workshop. In this one-hour workshop, we will review basic terminology, tools and learn 4 basic stitches (simple, saddle, knotted, & chain).

Meets in the Multipurpose Room

[Registration opens on October 18](#)

Teens**Teen Book Club**

November 11th: *Banned Book Club* by Kim Hyun Sook and Ryan Estrada

Ryan Estrada will be joining us LIVE on Zoom for an exclusive Q&A session during this book club meeting!

Japanimation

November 18th

Kids**My Very Own Book Club for 1st & 2nd graders**

Molly's Pilgrim by Barbara Cohen

November 16 & 18

BeTween Book & Movie Club

Little Women by Louisa May Alcott

November 9

Family Fun Friday

Family Time Capsule

November 19