

Wylie Library Advisory Board Regular Meeting

August 25, 2025 – 7:00 PM

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



CALL TO ORDER

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 minutes from the July 28 meeting.

REGULAR AGENDA

[1.](#) Review Library Advisory Board Meeting dates

WORK SESSION

WS1. Staff Spotlight: Ofilia Barrera, Library Director

[WS2.](#) Review Monthly Report

[WS3.](#) Review Friends of the Library Events

[WS4.](#) Review upcoming library programs

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on August 22, 2025 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 28, 2025 – 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, Monica Munoz, Zachary Todd, Mallory Morris, Sarah Sponsel, Toshia Kimball & Ofilia Barrera Board Liaison. Board members not present: Brian Ortiz

INTRODUCE NEW BOARD MEMBERS

Ofilia Barrera introduced new Board Members, Mallory Morris and Sarah Sponsel.

STAFF SPOTLIGHT

Lisa Galletta, Assistant Director

Lisa Galletta shared her work and educational backgrounds, providing the Board with a description of her varied experiences leading to her role as Assistant Director. She also provided an overview of her duties in this role and some of the events sponsored by the Friends of the Library.

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 23, 2025 Library Advisory Board Meeting minutes.**

Board Action:

A motion was made by Toshia Kimball, seconded by Monica Munoz, to approve the minutes as presented. 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. Overview of the Collection Development Policy.

Ofilia Barrera presented the Board with a copy of the current Collection Development Policy. She elaborated on the purpose of the policy; and explained the process and Board's role if a concern were brought before the Library Advisory Board.

WS2. Update on FY 26 Budget.

In regards to next year's budget, Ofilia Barrera shared that the request for Interlibrary Loan funds is still being considered. Furthermore, there will be a carryover of approximately \$6,000, to the next fiscal year, for new shelving that has been ordered but may not arrive until November.

WS3. Review Monthly Report.

Ofilia Barrera walked the Board through statistics regarding program attendance and resource usage for the period of June 19, 2025 to July 23, 2025. Additionally, a new counter system is expected to go into use during September that will be located at the main entrance. The library anticipates attendance numbers to rise somewhat for the new system will count people entering the building, some of which specifically head immediately to programs within the lobby and meeting rooms, but never actually visit the main area of the library.

ADJOURNMENT

A motion was made by Monica Munoz, seconded by Zachary Todd, to adjourn the meeting at 8:10 p.m. A vote was taken and the motion passed 6-0.

Justin Strauch, Chair

Library Advisory Board Meeting Dates September 2025 - June 2026

Meetings occur monthly at 7 p.m. on the 4th Monday of the month in the Council Chambers, 300 Country Club Road, Building 100.

September 22, 2025

October 27, 2025

November 24, 2025 - Holiday week

December - No meeting due to Christmas/New Year holidays

January 26, 2026

February 23, 2026

March 23, 2026

April 27, 2026

May - No meeting due to Memorial Day Holiday

June 22, 2026

Monthly Report for the Library Advisory Board

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

	July 24 - August 20	June 19 - July 23	May 22 - June 18*
Storytime	0	1,286	959
Kid Events	878	1,405	3,186
Teen Events	0	119	28
Adult Events	37	121	114
Outreach	62	61	189
Business Exchange	216	210	192
Circulation	55,623	81,770	58,717
Visitors	18,856	27,807	22,193
New Borrowers	624	900	799
Drive-Thru	307	370	256
Holds Processed	6,666	8,654	6,254
	*Storytime is on a break.		
Ancestry	Sessions	Searches	
May 2025	13	219	
Jun 2025	10	182	
Jul 2025	15	269	
Creativebug	Sessions	Total Video Views	Hours Viewed
May 2025	12	74	7.49
Jun 2025	14	38	3.77
Jul 2025	14	12	2.09
Data Axle	Log-ins	# of Searches	Total Records Downloaded
May 2025	20	134	1,408
Jun 2025	10	17	2
Jul 2025	20	178	1,336

Gale Courses	Enrollments	Total Course Log-ins	Total Minutes in Class
May 2025	27	190	22,365
Jun 2025	12	142	22,046
Jul 2025	28	206	21,897
Pronunciator	Registrations	Logins	
May 2025	16	38	
Jun 2025	16	41	
Jul 2025	19	37	
Udemy	Active Users	Courses Enrolled	Video Mins
May 2025	70	193	13,597.0
Jun 2025	69	286	14,757.0
Jul 2025	73	198	15,838.2
Library App	Devices	Launches	New Devices
May 2025	1,260	6,346	201
Jun 2025	1,451	8,129	277
Jul 2025	1,521	8,510	254

Digital Resources Usage:
(Presented by calendar month)

Libby (Overdrive)			
Totals for Consortium	May 2025	June 2025	July 2025
Unique Users	18,894 SPL - 2,114	19,325 SPL - 2,208	19,096 SPL - 2,157
Check-Outs	69,953 SPL - 7,723	70,242 SPL - 8,009	71,091 SPL - 8,219
Holds	33,338	35,440	34,049
Purchases	959	896	600

Hoopla Circulation Counts by Month:								
	Audio	Binge	Comics	Ebooks	Movies	Music	TV	Total
May 2025	1,300	43	127	616	205	69	89	2,449
June 2025	1,341	44	115	503	203	49	98	2,353
July 2025	1,359	32	108	566	181	56	101	2,403

Kanopy				
Stats	Visits	Pages	Plays	Minutes
May 2025	2,084	2,635	509	17,056
June 2025	1,843	2,374	574	17,320
July 2025	2,043	2,778	591	17,931
Kanopy				
Plays by Device	Tablet	Desktop	Mobile	Television
May 2025	19.8%	11.4%	40.7%	28.1%
June 2025	23.3%	6.6%	38.5%	31.5%
July 2025	19.6%	4.6%	39.6%	36.2%

Meetings/Training Highlights:

- 7/24/25 Ofilia met with Director of Adult Education and Literacy @ Collin College
- 7/24/25 Ofilia attended the Rotary Meeting
- 7/24/25 Lisa attended a virtual Masterclass: Advanced Content Strategies Training
- 7/25/25 Ofilia and Lisa weekly one on one meeting
- 7/29/25 Ofilia and Lisa attended the Caregiver Fair Planning conference call
- 7/29/25 Ofilia attended the Texas Public Information Act Legislative Updates Webinar
- 7/29/25 Weekly admin team meeting
- 7/29/25 Ofilia and Debbie YS department check-in meeting
- 7/31 - 8/4/25 Ofilia vacation
- 8/1/25 Lisa virtual meeting with THGAAC

- 8/5/25 Ofilia attended Director lunch and meeting
- 8/6/25 Ofilia, Lisa and Cheryl met to discuss In-Sync cards for Library Card Sign-Up Month
- 8/7/25 Ofilia and Elizabeth one on one
- 8/7/25 Ofilia attended The Wall That Heals Meeting
- 8/8/25 Ofilia attended the Public Library Administrators of North Texas Meeting in Greenville
- 8/9/25 Ofilia and Lisa worked the Friends of the Library Mini Golf Fundraiser Event
- 8/11 - 8/20/25 Lisa - vacation
- 8/11/25 Ofilia met virtually with furniture vendor
- 8/12/25 Ofilia met w/Library Garden Committee members regarding programming for the garden
- 8/12/25 Ofilia attended the City Council Meeting
- 8/14/25 Ofilia attended the Historical Society Meeting
- 8/19/25 Ofilia attended the Friends of the Library meeting

Upcoming Friends of the Library Events:**D.E.A.R. @ Smith Public Library - Fall Break Edition**

Thursday, October 16 from 10:00 - 11:30am

Drop Everything and Read at this family friendly silent reading event! Everyone is invited to bring their own book to read in a structured and quiet environment. Participants are encouraged to engage with other participants before or after silent reading time.

Spooky Night @ the Library

Tuesday, October 28 from 5:00 - 7:00pm

Trick-or-treat, treasure hunt and a costume contest open to all at the festive, family friendly event.

Murder Mystery Night @ the Library

Friday, November 14 from 7:00 - 9:00pm

Grab your friends and sign up for a literary "Who Done It?" after hours @ the library! Suitable for ages 14 and up.

D.E.A.R. @ Smith Public Library - Thanksgiving Edition

Tuesday, November 25 from 2:00 - 4:00pm

Drop Everything and Read at this family friendly silent reading event! Everyone is invited to bring their own book to read in a structured and quiet environment. Participants are encouraged to engage with other participants before or after silent reading time.

D.E.A.R. @ Smith Public Library - Holidays Edition

Tuesday, November 25 from 2:00 - 4:00pm

Drop Everything and Read at this family friendly silent reading event! Everyone is invited to bring their own book to read in a structured and quiet environment. Participants are encouraged to engage with other participants before or after silent reading time.

Upcoming Library Programs - September 2025

Adults

ESL Classes for Beginners

begins Tuesday, September 2 @ 6PM

Come join us for a fun and engaging 6-week ESL class, where participants will learn basic English with a certified instructor. You will be required to take an assessment to determine a basic level of knowledge to ensure success in the classes.

Organic Flow Workshop

Tuesday, September 9 @ 6PM

Organic Flow is a process to have fun with markers and isopropyl alcohol. This workshop is designed to introduce you to the possibilities of using markers on a smooth surface and manipulating the inks using various tools to create an abstract image. All materials provided. Presented by artist Brenda McKinney.

Kindergarten Readiness

Thursday, September 11 @ 6PM

Join us for an educational presentation about building early literacy and kindergarten readiness skills.

Booked on Fridays

Join us for engaging reads, good conversation, and loads of fun.

September 12

This Time Tomorrow by Emma Straub

Ask the Master Gardener

Representatives of the Collin County Master Gardeners' Association will be in the lobby to answer your gardening questions.

September 13 from 1:30PM - 3:30PM

Third Tuesday Book Bunch

Ages: 55+ years

Social networking and a good book. Immerse yourself into a good story with friends.

September 16

The Manor House by Gilly Macmillan

Caregiver Conference of Greater Wylie

Calling all caregivers—come connect, recharge, and walk away with tools to lighten your load.

September 20 from 10AM - 3PM

Provided in partnership with Pathway Hospice. Lunch provided by Credit Union of Texas.

DIY Bath & Body Workshop

Tuesday, September 30 @ 5:30PM

Make your own relaxation candle and facial scrub.

Preschool

Storytimes resume September 3. 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

Gentle Storytime
Space is limited to keep a sensory friendly environment
Wednesdays @ 2:15pm

Kids**Kids Garden Activity with the Collin County Master Gardeners**

Children are welcome to participate in a simple gardening activity in the Library lobby.
September 8 from 5-7pm.

BeTween Book Club

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

September 9

The Penderwicks by Jeanne Birdsall

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 23 & 25

Mr. S by Monica Arnaldo

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 18

Roving Robots

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 11

Snowglobe by Soyoung Park

Asiapop

SPL's newest teen program, an every-other-month club that explores all kinds of different aspects of all kinds of Asian cultures.

September 18

TV & Film: explore Bollywood musical numbers, survive the Squid Games, eat snacks, and more!

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

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

September 4