

Wylie Library Advisory Board Regular Meeting

August 22, 2022 – 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.

Introduce Michelle Ribeiro, Library Administrative Assistant

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 July 25, 2022 meeting.

REGULAR AGENDA

1. Review and approve the updated Study Room Policy.

WORK SESSION

WS1. Provide an update on the sorter.

WS2. Review the Friends of the Library Presentation made at the Rotary Club meeting last week.

WS3. Review monthly report and usage statistics.

WS4. Review upcoming library programs for September 2022.

WS5. Review the items for a future agenda.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on August 19, 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.

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 25, 2022 – 7:00 p.m.
Council Chambers

CALL TO ORDER

Announce the presence of a Quorum.

Board Chair Juan Azcarate II called the meeting to order at 7:00 p.m. The following Library Board members were present: Toshia Kimball, Rosalyn Davis, Kristina Jones, Irene Chavira, Carla McCullough & Ofilia Barrera, Board Liaison. Board members not present: Roz David and Kristen Botsford.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address the 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

1. **Staff Spotlight: Lisa Galletta** who came to us from Azle. She has been with us for about 6 weeks. We are so pleased to have her. It has gone very well.

→ Lisa introduced herself and stated that she's been with Wylie since the end of May and is happy to be here. She said was thrilled to be serving the community. Her career in libraries began at Texas Women's University in their library over ten years ago. Once she got her degree, she worked for the City of Dallas as a Librarian in their downtown location for about 3 years or so. She lives in Denton. She decided to find something closer to home that did not require taking two trains into work. She went to the City of Keller where she served as the Adult Services Librarian for a few years. After that, she decided to try and tackle management. She applied to the Azle Memorial Library when a position opened up there. She applied and became the Assistant Director there at the start of covid. She said that it was an interesting experience and a good learning experience. She offered to answer any questions they may have.

◆ Juan Azcarate asked Lisa if she had plans to commute from Denton everyday to our library in Wylie.

→ Lisa said she did, but for the last week and a half, she had been living with her parents in far North Dallas where she was raised. She stated that her AC had gone out, and she figured Mom and Dad have a pool and AC. Although she said it had been different, she also stated that she had driven in prior to that. She said it is not too bad considering all the tollways we have. She said she was here in under an hour and thought the commute is well worth it in her opinion.

◆ Ofilia asked Lisa to tell the Board a little bit about the work she did as an Adult Services Librarian.

→ Lisa said as any Adult Services Librarian would say, they plan programs, they do outreach, they buy items for the collection. They are always trying to come up with new ideas on how to service the community. She stated that she was excited to work with the team we have here, helping them by being a resource and a tool for them when they need assistance in any way.

◆ Toshia clarified that she had been in Azle for two years. She asked Lisa what the need for transition was when she left Azle?

→ Lisa said she was looking for something with a shorter commute. She admitted that it was not a shorter commute, but she felt it was closer to her side of town, close to where she was raised in North Dallas, close to Richardson and Addison. She said it also came at the right time. She has been sharing with everyone that last fall, her father started having some health issues. Long story short, he is being treated for brain cancer. She stated that she wants to be closer to them at the end of the workday. His hospital is right off George Bush. God forbid something happen, she could be right there. She said the universe was telling her that she needed to be on this side of town.

◆ Ofilia stated that she had to say that Lisa has just fit right in. She was really smart and made appointments with every single staff member when she first started. These were just 15 minutes getting to know you kind of appointments which the staff just loved. Ofilia said that we've just really enjoyed having her. Everyone just clicked with her, and it feels like she's been here forever. We've kind of restructured so that now the Circulation and Technical Services departments answer to Lisa, and Ofilia has the Adult Services and Youth Services Department, so that's very helpful. Lisa has been there for the day to day, learning all of the little quirks about the library, particularly with patrons and things.

→ Lisa said that she knew it was a good fit from day one. She stated that when she met Ofilia, and when she had the tour, then she met all the staff, and just the way the staff talked about how happy they were with their jobs. She said that was a huge indicator that she was going to be happy here too.

◆ Carla asked Lisa what she likes most about her job?

→ Lisa said, that in general, she would say she likes helping people that are looking for information. She stated that for herself it is a privilege to know where to go for the right answers to questions. She said this whole situation with her AC has made her turn to law libraries to see what her rights are. She said she knew some people don't have those resources, or they don't know how to get the information. It makes a big difference in the quality of the life you live if you can find somebody who can help you access resources.

◆ Carla said Well, thank you. We are so glad to have you.

→ Lisa replied that she is happy to be here and looks forward to working with the Board.

◆ Ofilia thanked Lisa for her introductions and told her to stay or feel free to head back to the library if she needed to.

◆ Juan asked Ofilia if she thought it was a good time to introduce Justin?

→ Ofilia agreed, and she introduced Justin as our new Library Board Member saying that this is his first meeting. The group had a bit of a round of applause. She asked Justin to tell us a little about himself.

→ Justin said hello and thanked everyone for the kind welcome. He stated that he lives just south of Parker Road. He stated that he is a middle school teacher with eight years of experience in which seven were in Garland. He just got hired here in Wylie ISD. He said he's really excited to be on this Board. He's excited to see how Wylie ISD and the community can also support the Library. He said he is really

comfortable with our School Librarians and with the Library Directors at least on the District side. He'd love to see what we can do at the middle school, elementary school and high school level to either bring more activities and more students to the Library, or to have more cooperation between Wylie ISD and our city Library.

◆ Ofilia thanked Justin and she said she loved that.

◆ Juan welcomed Justin aboard.

→ Ofilia mentioned that Michelle Ribeiro, our other staff spotlight, was unable to make it tonight so She would reschedule her for next month.

CONSENT AGENDA

1. Consider and act upon approval of the Minutes of the July 25, 2022 Library Board Meeting.

Board Action:

→ The Library Board Minutes of Monday, July 25, 2022.

◆ Carla said she did see a few things in the minutes. It started on page 2, at the top, the third line. It looks as though it's been interspersed through the minutes where if someone said, Ex: if Tasha asked what Nina was working on now, instead of putting a comma there was a question mark every time. Carla said it is not asking a question, she is just stating that.

→ Ofilia said she got it and said we can fix that.

◆ Carla said and the other thing is Hoopla, on page 3, 5th paragraph, where it talks about the digital checkouts that includes Kanopy and Hoopla. Hoopla is capitalized in some places and not in other places.

→ Ofilia stated that she could double check that. She said she believes it is lower case where it is not at the start of the sentence, because it is actually not capitalized. They don't capitalize it where it is in the middle of the sentence. Then, if it is at the beginning of a sentence, we do capitalize it. She stated that she will double check that though. She can do a find and search and make sure that is correct.

◆ Carla said ok, and when it says we are talking about the library numbers it has the word "however" and then it needed to be a comma.

→ Ofilia asked for clarification on what page we are discussing.

◆ Carla said it is where there was a big space in the last paragraph on page 6, 6th paragraph. There is big space between and and July.

→ Ofilia said ah yes, I see it. Thank you.

◆ I see some inconsistencies in the colons in the end. If you see that you started with it and then you didn't do it in the next one. Then on the last one under while using the library patrons are required to.. there are bullets in this section and then not in the others.

→ Good catch. Thank you Carla.

◆ Juan asked if there are any other comments and asked for a motion to accept the changes and approve the minutes with the changes mentioned.

Kristina made a motion to accept and approve the minutes from the last meeting.

Toshia second. Motion passes 5-0.

WORK SESSION – DISCUSSION ITEMS

1. Reviewing and approving the updated Patron Behavior Policy.

- Ofilia stated that what we did was clean up a lot of the language in it. We also kind of grouped things together. We tried to group some things together to make it easier to understand and easier to read. We also added a few things that have been coming up lately, particularly with personal hygiene. That is a new section there. This list is not all inclusive, but if you see something on the list that is because it has happened. We do have blanket statements at the beginning about how any activity that is considered disruptive, we are going to address that. We have the right and determination to make that call.
- ◆ Juan said let me ask you a question on the hygiene issue. Those people where you had those situations, when you confronted them, did they challenge you?
- Ofilia stated that it depends on the patron. She said she didn't know that they are happy about it, but they accept it and she stated that a lot of people don't understand why you are asking them not to cut their toenails in the library. Why would you think that is inappropriate? She said a lot of times it is just a mental health issue. She said sometimes we deal with people by way of the new term that are "unhoused." It's a matter of setting boundaries in those cases. Most of the time people aren't happy when you approach them with these kinds of things. We have to just be very calm. We typically go in pairs. It even says in the policy that we approach people in pairs. People get upset about that too. Why are two of you coming to tell me this? That's what's in our policy. That's for our own safety, and also they can't say that "you said this and this and this" when we have somebody else, another staff member there. So, it's a delicate balance of being kind and being assertive that this is not appropriate and you cannot do this.
- ◆ Juan clarified that if the situation had to be escalated from that point you can call the police and that is stated in the policy as well.
- Ofilia stated that is correct and followed up saying we do try and handle it in house as much as we can.
- ◆ Justin said as far as the people that are trying to use the library for their personal hygiene, I guess this is more of a question about the Rec Center. Since the Rec Center is next door, and they do have gyms and showers, is their space available to people?
- Ofilia said absolutely, and a lot of the issues we've come across are with people who are unhomed. They don't have the money to get into the Rec Center. Unfortunately, the Rec Center is not free. Now we also know of different people who are currently in a nomadic living situation, and they do use the Rec Center for that purpose. Good instincts there.
- ◆ Justin asked if this patron behavior policy is posted in the library or around the building where patrons can see it?
- Ofilia stated that it is not publicly posted. It is on our website. Honestly, it is rare and it kind of comes in groups. One week we will have three weird things happen and then nothing happens for four months. It is just one of those things. It is not posted, but whenever we approach a patron we take it with us. It is on our website. We tell offenders that these are the expectations of the library. If it is something that is not too hanus, I don't know that personal hygiene falls under that, but if someone for example falls asleep, sleeping is one of them. We tell them we understand they did not know. We give them the policy as something to look over. It isn't a big deal. We notice that patrons often ignore giant signs like don't block the driveway, or this is an exit door-alarm will sound. The likelihood of them reading this is pretty slim. A lot of this is kind of common sense.
- ◆ Carla said it is a very extensive list. She was wondering, like Ofilia said, she was wondering if

most of these things have happened that are on the list.

Justin asked, does the library have an overhead PA system where they can make announcements?

→ Ofilia said yes.

→ Ofilia stated that nothing changed with unsupervised the children. That has always been the age and the procedure. Nothing has changed with the teen room things either. That's all the same other than since Covid, we raised the age to seventh grade, that was sixth grade, but then that is a change that we have already gone over. That was due to maturity level.

◆ Juan stated, Ofilia, I think the goal is to go ahead and approve it tonight. Right?

→ Ofilia said, yes, unless you have anything to change or something you are not happy with. That is the goal.

◆ Juan asked if there was anything anyone wished to change or alter, or any other comments? He made a motion to accept the Behavior Patron Policy with the changes mentioned.

→ Carla made a motion to accept the Policy with the changes that were made. Kristina second Motion passed 5-0.

2. Reviewing and approving the updated Animal Policy.

→ Ofilia stated that this is a brand new policy. We typically go back to our ADA policy, but we've been having a rash of people bringing their pets in. We are probably the biggest pet loving staff you have ever met. However, legally that can cause all kinds of problems. We started believing that we needed an animal policy for the building that states ADA. The very beginning of this policy is from the American with Disabilities Act website. It is word for word ADA. The only time we move away from it is the second part, where the bullet points are, on the last page, where we reiterate in clear language what is expected. We looked at several other libraries and their policies. We worked on this with the Rec. Center staff so that we will all have the same policy. They are presenting to their board as well.

◆ Juan asked once this is approved, will you be educating your staff on the policy so they know what questions to ask?

Ofilia said absolutely, we already do training on the two questions you can ask because we are already falling back on ADA. The big question for our staff was "what if it's not a dog, because people bring in other animals? According to ADA, you only have to accommodate dogs and in some cases small horses if you can accommodate them. No other animals count and emotional support animals are not covered by ADA. I think we have had a rash of them this year because it has been so hot and people don't want to leave their animals in the car. They are here. They are just going to run in. They bring their puppy with them which Ofilia said is something our staff loves, but if for some reason that dog bites somebody, we are liable and it is a problem. We realized that we needed to be more serious about it. We do accept service animals in training. We have a group that brings service animals, little puppies, because there is so much going on in the library that it is a good place for them to practice. They usually wear their vest, they have the jackets on them, and they are well controlled. We do allow that. We will be re-training on this policy.

◆ Carla stated, have you had to ask someone to leave because of an animal and how was it received?

→ Ofilia said yes, typically what we do if it is a dog, and the dog is being well behaved, we explain the policy and tell them it is not allowed. We tell them they can stay, but they are asked to leave the dog at home next time. Now, we have had people bring other animals. Everything from ducklings to birds. In those cases we have to say, I am so sorry you cannot bring the duckling in as adorable as it is. She had snuck in with the duckling in a bag, and it got out and was running down the aisle. This was years ago so that's why I can mention it. She said she couldn't leave it at home. We told her she would need to leave it at home. These are some of the fun things you

didn't know we have dealt with at the library. Having this in writing will make it easier for us to approach people. Some people will argue that it is an emotional support animal and it is allowed. We have to tell them it is not allowed.

- ◆ Carla said like Justin asked earlier about the Patron Policy, will this policy be posted somewhere or just on the website?

3. Review library staffing.

- Ofilia stated that she was happy to report that as of this very minute, the library was fully staffed, and she said it with a whisper for fear that tomorrow it won't be. She said right now our positions are filled, which has not been the case for a long time.
- ◆ Juan asked for any other comments. There were no comments

4. Fiscal year budget and the sorter.

- Ofilia said we have been diligently working on the fiscal year budget. We didn't really ask for anything big because last year we asked for the new sorter. The final approval for the sorter is going up to Council tomorrow. She is very excited. TechLogic won the bid for the sorter which works out really well because the company that owns TechLogic also owns the company that has our integrated library system - our online catalog. It will all communicate well together. We are expecting wonderful things. It will include a ramp so you do not have to put one thing in at a time. You can shove lots of things in there and it will sort it out. Allegedly they are super fast, and we are going to be shocked and amazed by it. It is also quiet. The one we have now is kind of loud. Once we get Council's approval tomorrow, then we can set a date for installation. They say it will take 6 to 8 weeks so we are looking at early October. As for the budget, everything seems to be going well. Council seems to be very supportive of what the City Manager has presented, so we feel good about that too.
- ◆ Justin asked if the 6 to 8 week timeframe will cause disruption with the current sorter?
- Ofilia said the actual installation only takes one to two days once we get the old one out and the new one in. Since we have the drive thru window, we will send people to the other drop. We will try to make it on lighter days and see how that goes. Hopefully next time we meet, she will have a date for installation.
- ◆ Juan asked if there were comments or questions. There was no response.

5. Review the monthly report and usage statistics.

- Ofilia thanked Juan. She said this is actually a two month report because we did not meet in June which makes it pretty much a summer report. You can see how busy we have been. She thought she remembered telling us that we would have a spectacular summer, and boy did we. It has been great to see that people have returned to the library. We have been very, very, busy. We had a great time. We have one more program next week, the Harry Potter party, and then we are done. All those numbers reflect attendance at those various events. Our circulation statistics for the past two months have been phenomenal. If you look at the digital resource usage, it is by month, because it is easier to pull those numbers this way. The one she wants to draw your attention to, and she triple checked the number because she couldn't believe it, is Kanopy. In June it just soared. We've been trying to talk it up, and tell people about it, and post it everywhere, so that people know about it. I think they are catching on. We are really happy about that. Hoopla has been used a lot too. We want to be sure people know about these streaming services. Ofilia said she thinks it is because they are traveling and they can stream on their tablet, device, or phone from wherever they are.
- ◆ Toshia asked, how did the Book Sale go?
- Ofilia said we are going to get to that. She continued on the third page. All the meetings, training, etc. are highlighted. This isn't everything, it is just what the Board might be interested in. The past

six weeks have been spent getting Lisa acclimated. The city is now so big that it has taken some time. That used to be so easy. We have been having some issues with our new alarms. We've upgraded those which I am very excited about. Today, they installed new panels. The first panels did not work. Hopefully, these new ones will. We have been grappling with that.

◆ Carla had a question about a phone call on July 6 with the Rec Center Manager regarding recent incidents?

→ Ofilia responded that yes it has been an eventful summer. She believed that the two incidents that that referred to was one Saturday that we had a fire set in the family restroom. It was contained. It was not very big. They were able to put it out very quickly. The smell was incredible. It was amazing that a small fire could create such a smell. The fire dept. was here, the police dept. was here. They questioned several people. They are handling it. Unfortunately, the second event happened on the Saturday she was in Washington DC for a conference. We had a man that came in and urinated on some books in the non-fiction section. That was a first. We believe there may be some mental illness or handicap there. We aren't sure. He had been coming into the library. He was never on a computer, he doesn't check out books. He just comes and sits. The police are handling it. Those are the incidents Ofilia needed to let them know about. We also always share our camera footage. We did not know who he was. They did not know either.

◆ Carla asked is that why you called the Rec. Center Manager in case she could help identify him?

→ Ofilia said that yes, anytime there is a big event, we try to support each other and warn each other in case it happens in their building.

◆ Juan noticed that on July 15 you had a meeting with emergency operations. I know that it is becoming more and more of an issue with what is happening, going back to active shooter training. Are you doing more work with your staff and more training so they know what to do?

→ Ofilia stated that it is very much on our minds. We have Active Attacker Training with the city. We have to do it once a year. It is very traumatic for some staff members. They did one drill at City Hall which was difficult. We requested a drill. They said it is very difficult with how much staff it takes to do it. We then asked for a meeting to clarify lock downs. We have had one everybody out lock down and one everybody in lock down. We wanted to have some very specific and easy to follow procedures for staff, and also procedures for active attacker. At our inservice day in September, we will walk through in teams and talk through where the exit doors are, where the fire extinguishers are. Emergency services will not be here. Our staff is always really good at being aware of what is going on, if someone is off, and if someone is acting strangely. One night Ofilia got a call from the Circulation Supervisor, and she was still at the library. The Supervisor said there was a man pacing the aisles and talking to himself. We decided to go talk to him. One of our Adult Librarians knew this man from programs and such. She said we did not need to worry about him. She said he just struggles sometimes. We talked to him. He was having a bad day. It was fine. We know we need to be aware and be a presence. Lisa and I have talked about when story time starts up again just being by the gates before we open them, and looking around. People can see that we are there and aware and paying attention. If someone decides to do something, and they are staking us out, they can see that we are paying attention.

◆ Carla asked does the see something, say something message apply here?

→ Ofilia stated that we talk about this all the time. We also say that we are never going to be mad at you for calling the police. We have panic buttons. We have a whole procedure of what we need to do. There is someone in the lobby to direct the police. The thing that kind of came up after Uvalde, is that new staff needed to know where the exits are. Ofilia said she is the kind of person that likes to see the exits and know they are there. Her hope is to make this exit more instinctual and automatic, so that we are prepared.

◆ Justin commented that coming from the ISD, and first in Garland and now here, every school in the state of Texas has a standard response poster, as well as a map of the building. It tells exactly

what to do. It's easy to read. Is that something we can think about adding? Is that something we can ingrain into training the staff?

→Ofilia said she loved that idea. She was going to write that down. It would be great in the back of the library. Our biggest problem with lock down is people who refuse to stay and that puts everyone else at risk. Our concern is people that will leave and let a bad person in. The rest of us are sitting ducks. How do we handle that? We've got a plan now that we talked to emergency services. It will require some changes in locks and such, but we have plans. The other question is how much information do you give? Someone from the fire dept. walks in, or we get a small text. We are told to go but we don't know why. People do not like that. They want to know why.

◆Justin asked if there was just one entrance to the building.

→Ofilia said yes.

◆Justin asked if there was a way to lock that door remotely.

→Ofilia said not currently. It is something we have to work on. That's part of the upgrade in the security system. We need a panic button so we can lock those doors. These are things that have been on our minds for years. After Uvalde, we now know we need to get going on things we have been putting off. Ofilia says the doors are on a schedule. She said she doesn't have access to it. Once the doors are open, the doors cannot be locked. Ofilia can unlock the doors, but she cannot lock them. She said for several years this has frustrated her. Part of this new upgrade is to implement a chip or whatever, so we can lockdown.

◆Carla asked if people are assigned areas to clear?

→Ofilia said that yes, each department within the library is assigned to clear their own section for anyone who is in there.

◆Justin asked about the conference rooms and small areas in the library. Do those lock?

→Ofilia said yes. There are exits at the far side of the library. The Teen Room and Storytime Room also have emergency access. There are ways to get out. The door in the back requires a badge.

◆Carla asked is there a contingency plan in place until you get this done?

→Ofilia said yes, we have a plan in place. Good question.

◆Justin asked about the item on the log on July 7. What do you mean by screens?

Ofilia answered about the Screen Strong Program which believes screens are an addiction that is bad for a child's brain. Friends of the Library is going to pay for 50 families to go through a course about this. The facilitator will help them develop support groups that agree with that philosophy, because it is very difficult to cut out screen time when all the other families aren't into doing it. This speaker is passionate about it. In the past, there has been a lot of interest. We are trying to recruit some ISD folks to come out and join us. There is a screen free day in May. We are trying to come up with some crafts or programming that are technology free on that day.

◆Carla on July 12, what was the outcome of your meeting with the Historical Society for the fall fundraiser?

→Ofilia said it is going to come up on the agenda later.

◆Juan asked for questions or comments. No one had questions or comments.

6. Review upcoming library programs for August .

→Ofilia started by saying that August is a light month for us because we don't allow staff to take vacation in June or July because the library is crazy busy in those months. So, vacations are taken in May and August. We have the Harry Potter Party that I mentioned. In September after Labor Day, all of the book clubs, all of the story times, everything comes back. August is a very light calendar.

◆Juan asked for comments or questions. No one had questions.

7. Review of items for the next agenda.

- The installation date for the new sorter
- The adopted tax rate
- The final budget meeting date
- Policies that are coming up for review
 - The study room policy
 - The confidentiality of library records
- Friends of the Library Events- final numbers from the event.
 - In summary, it went well. We had tons of stuff. We think we did very, very well. We had thirty people waiting outside to get in when we opened the pre-sale. We have not had a pre-sale in the past. People are very generous and very supportive. We are so happy about that.
- The Shop of Curiosities Show has been finalized for October 25. It will have classic movie monsters, gags, and silly stuff, and audience participation to get the kids involved. The build out of this set, inside the multi-purpose room, is amazing. Dressing up in costumes is encouraged. We are looking forward to this.
- Downtown Haunted Wylie Tour in October (second weekend in October on Friday and Saturday). The background is that Ofilia has wanted to do a haunted tour but doesn't have the staff for it. The Historical Society wanted to do a cemetery tour. The Friends of the Library group (us) and the Historical Society have joined forces and are hosting this event this year. We will sell 120 tickets. It will start at the Brown House and will have 6 different stops outside of the buildings. Hopefully, the merchants will consider bringing the tour inside next year so we can see the really old things (meat locker, and safe) that are inside these buildings. There will be scripts that are based on Wylie history. We are asking the merchants to do fun window displays. There's no rain contingency yet, but ponchos would be a good idea (thanks Kristina).
- Summer Statistics
- Preview of the fall programs
- The next meeting is August 22, 2022

ADJOURNMENT

Justin made a motion to adjourn the meeting. Kristina 2nd motion; all approved.

Meeting adjourned at 8:03 p.m.

Juan Azcarate III, Board

Study Room Policy

Smith Public Library

Approved by the Library Board, August 22, 2022

Reservations

Study rooms are available for reservations same-day during the library's operating hours. Reservations are made via the library online reservation system and require a library card in good standing. Study rooms are for ages 17 and up; adults with children under age 17 are not allowed. A library card or photo I.D. is required to use the study rooms. Patrons must use their own library card in order to reserve a room.

Guidelines for Use

- Any individual or group is limited to one (1) room for two (2) consecutive hours per day.
- The reservation will be held for ten minutes past the reservation time before the reservation is forfeited.
- A study room may be considered abandoned if it is left unattended for more than fifteen (15) minutes. Unattended belongings will be removed and placed in the library's lost and found.
- The library cardholder that reserved the room must check in and out at the Help Desk.
- Food is not permitted in the study rooms. Beverages in covered containers are allowed.
- Materials may not be tacked or posted on the study room walls or windows.
- Furniture may not be moved in or out of the rooms. Study rooms have four chairs and two tables.
- Study rooms are not soundproof; noise levels should not disturb other patrons or staff.
- The library assumes no responsibility for unattended personal belongings.
- Study Rooms must be vacated fifteen minutes before the library closes.

Study rooms will be monitored; library staff has the authority to expel individuals violating the Patron Behavior Policy. Misuse of study rooms and rules governing use or damage to study rooms may result in loss of library privileges.

Groups are fully responsible for the cost of any and all damages based upon actual repair or replacement costs.

Study Rooms May Not Be Used

- For purposes prohibited by city ordinance, by state or federal law, or by any other Library Rules and Regulations.
- For commercial use of any kind. Direct and indirect solicitation of goods or services and collection of fees for any purpose, including fundraising, goods, services, or admission is prohibited. This includes tutors who are receiving payment for their services.



S Library Impact Video

Share

As We Reopen, Rebuild, & Reconnect

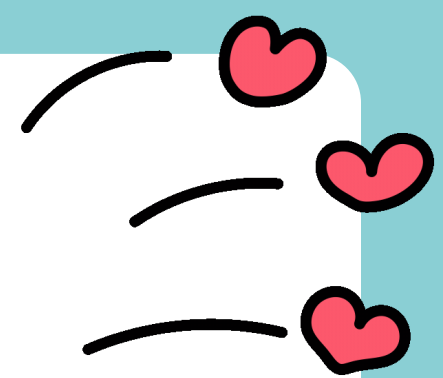


Watch on YouTube

Friends of the Library

Smith Public Library, Wylie, TX





The Rita and Truett Smith Public Library

History

On May 28, 1970, the Rita and Truett Smith Library opened its doors in the Tower Suite of the First State Bank in Wylie, TX.



The Rita and Truett Smith Public Library

History

By 1974, the library had outgrown its space and the City rented a building on Ballard St. in downtown Wylie.



The Rita and Truett Smith Public Library

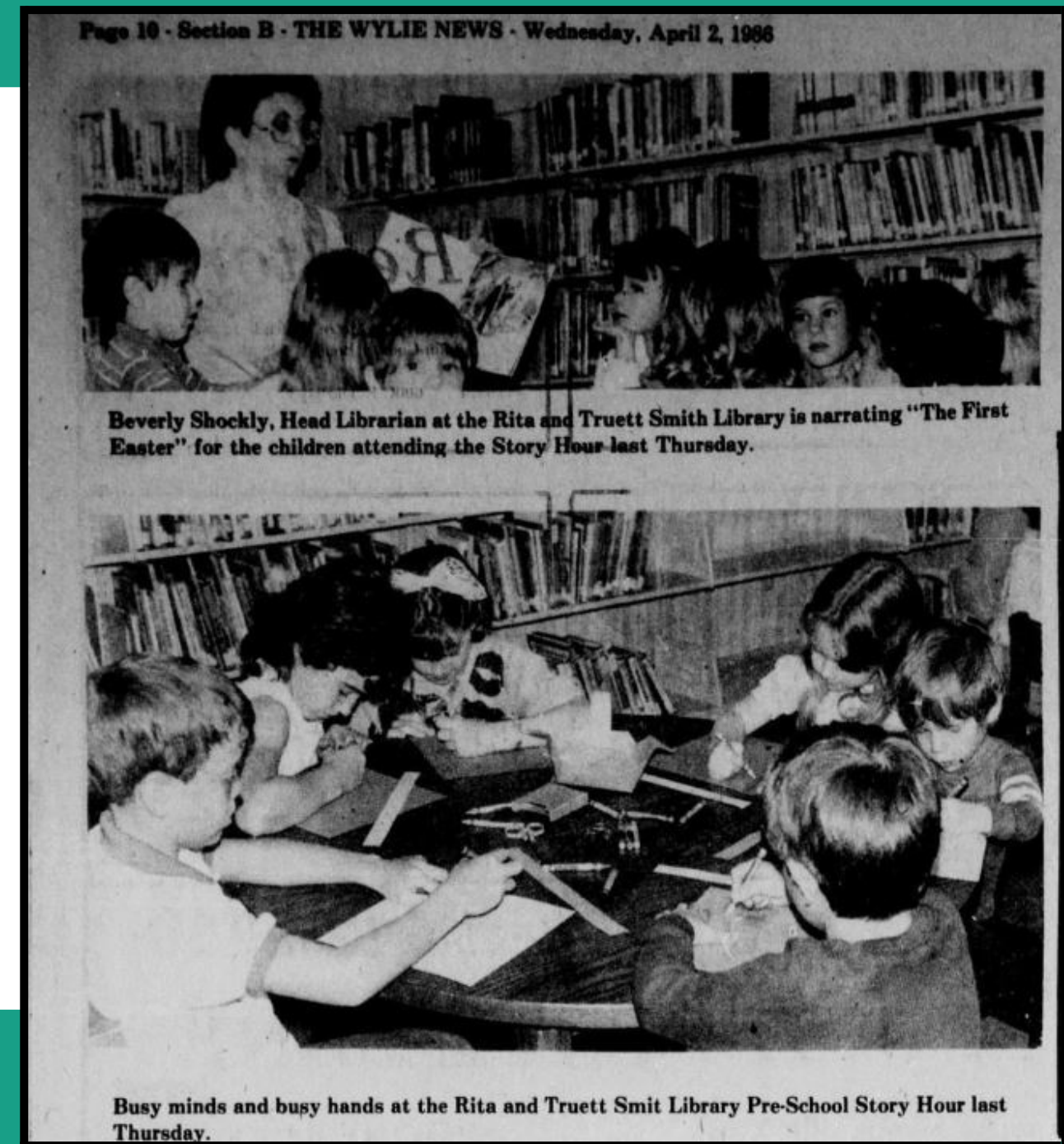


History In 1985, the Smiths built and donated a building to the City of Wylie. It contained 5,000 sq ft which included a meeting room.

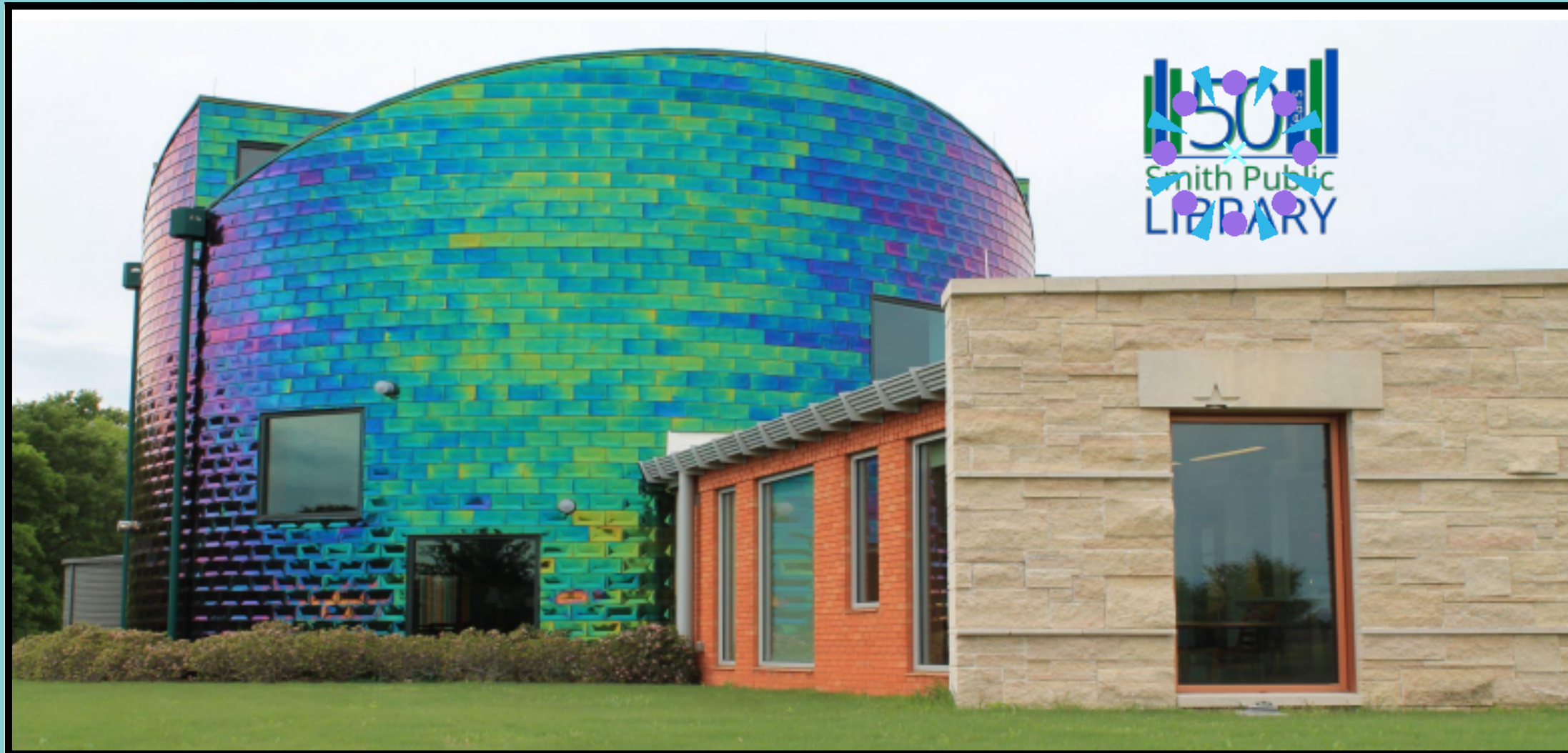
The Rita and Truett Smith Public Library

History

In 1988, Grants from the Meadows Foundation allowed the library to hire a Children's Librarian and begin a Summer Reading Club.



The Rita and Truett Smith Public Library



History

In 2011, the library expanded into what is now the Municipal Complex. The current library covers 44,000 sq ft.

The Rita and Truett Smith Public Library

History

During COVID, the library began virtual programming, opened a drive through window for no contact check out, and began delivering books to people who were not able to leave their homes.



BY THE NUMBERS

FY2021: OCT 2020 - SEPT 2021

620,034

CHECK OUTS



555,008

PHYSICAL ITEMS



65,026

DIGITAL ITEMS



BY THE NUMBERS

FY2021: OCT 2020 - SEPT 2021



HOURS SPENT
LEARNING ONLINE



PEOPLE SEARCHED
ONLINE RESOURCES



BY THE NUMBERS

FY2021: OCT 2020 - SEPT 2021

STAFF PROCESSED

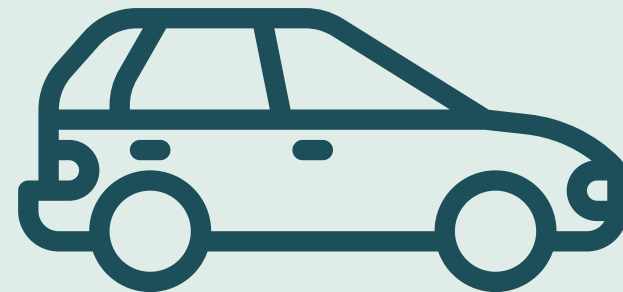
64,186

HOLDS



4,860

PEOPLE USED OUR
DRIVE-THROUGH



357

ITEMS

DELIVERED



106

TO WYLIE RESIDENTS
BY LIBRARY STAFF



BY THE NUMBERS

FY2021: OCT 2020 - SEPT 2021

129,398

PEOPLE VISITED THE LIBRARY



6,172

PEOPLE
ATTENDED



415

IN PERSON &
ONLINE EVENTS



BY THE NUMBERS

SUMMER 2022 - MAY - JULY

48,763

PEOPLE VISITED THE LIBRARY



260,722

CHECK OUTS



143,276

PHYSICAL ITEMS

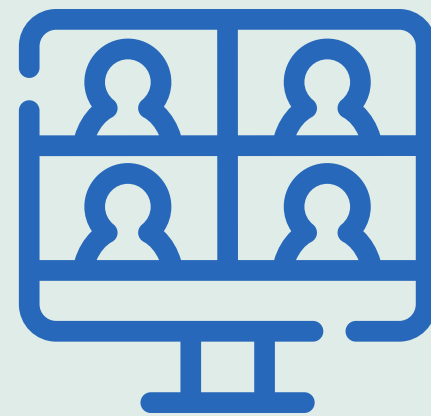


117,446

DIGITAL ITEMS

8,292

PEOPLE
ATTENDED



91

IN PERSON &
ONLINE EVENTS



SPL Partnerships

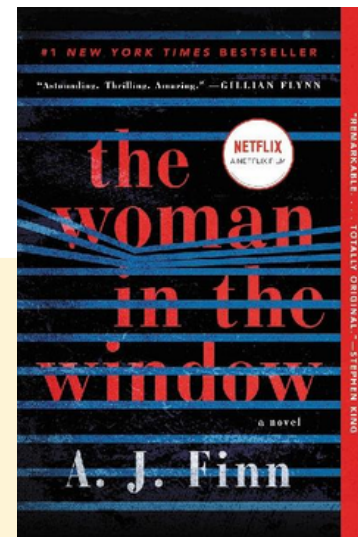
Rec Center

Annual Summer Kickoff



Senior Rec Center

Book Club



Wylie Chamber

Business Card Exchange



Collin College

Library Garden



Wylie PD

Summer Youth Enrichment



Wylie ISD

Spooktacular



SPL Serves the Community

Silver Linings

Book Delivery Service



Mobile Printing



Drive Through

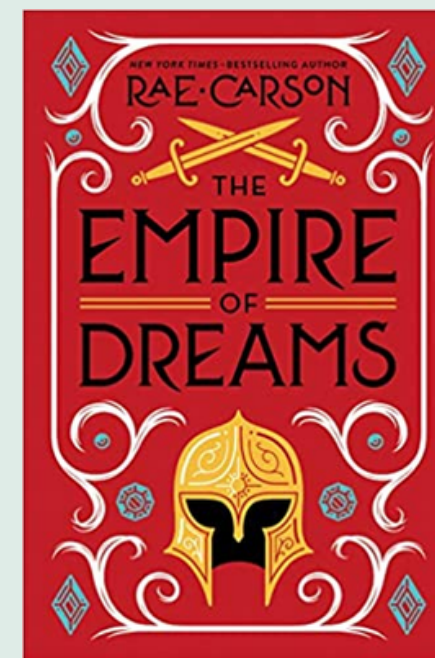
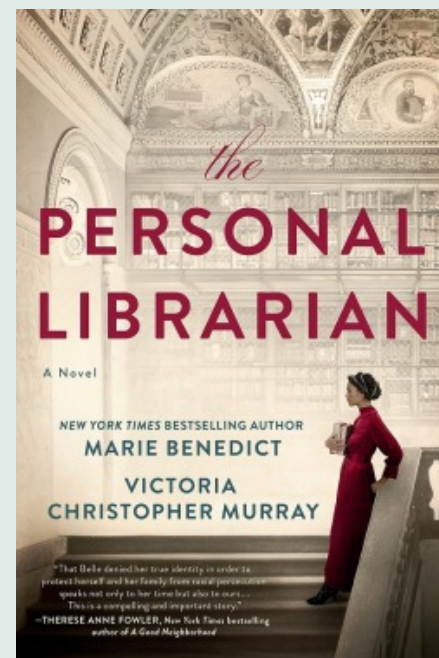
Pick up and Drop Off



Mobile Hotspots



Adult Book Club
Teen Book Club
Tween Book Club
Kids Book Club



Friends of the Smith Public Library



FUN FRIENDS FACTS!



Andrew Carnegie provided funds for building public libraries in 1886. Gifts totaling \$56,162,622 enabled the construction of 1679 buildings in 1412 American towns and cities.

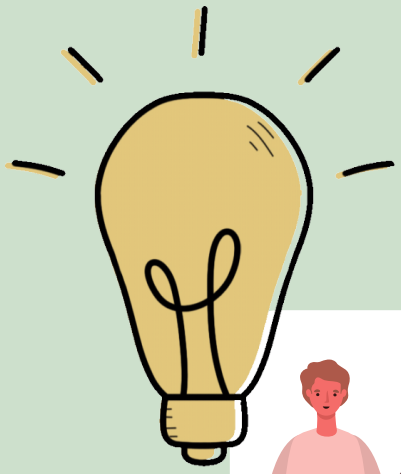


The first "Friends of the Library" in the United States, was founded in 1922 in Glen Ellyn, Illinois. They raised \$365 in membership fees.



The first Friends group for a university in the US was formed at Harvard in 1925. By 1930, Friends groups were at Columbia, Yale, Princeton and Johns Hopkins.

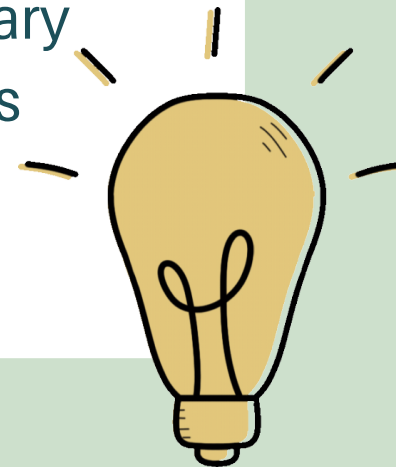
FUN FRIENDS FACTS!



1959 - 400 groups in the US
1973 - 1,000 groups with over 100,000 members
1979 - 2,000 groups and around half a million members
1985 - 2,500 groups and 750,000 members



In the United States, Friends groups work closely with the American Library Association. In 2009, Friends merged with the Association for Library Trustees and Advocates under the umbrella United for Libraries.



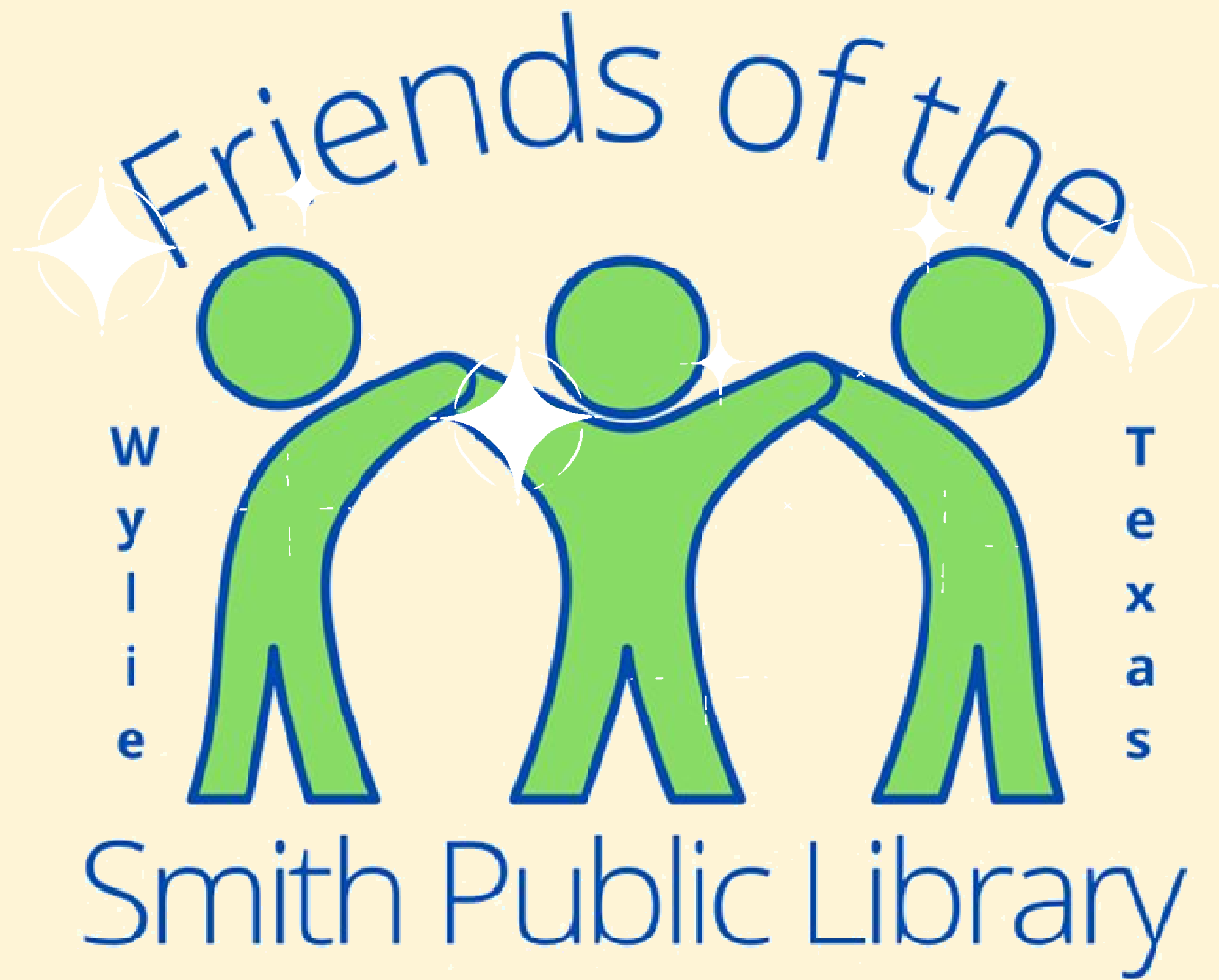
Other countries, such as Australia, France, South Africa and the United Kingdom all have Friends of Libraries groups.



About Friends



- Membership is composed of people who believe in the importance of books, reading, learning, and libraries for people of all ages.
- Friends agree that the community is a better place to live when it supports the library.
- The Friends promote the improvement of the facilities and services of the Library; enhance cooperation among local citizens, library board members, and government officials.



2015

Early Learning Center - \$3,100

2016

Perot Systems Programs - \$1,600
3D Printer - \$3,800

2017

STEAM Kits - \$3,500

2018

A-Z Databases - \$2,100
Tablets for kids area - \$5,300

2019

7 new PCs and
Storage cabinet - \$8,000

2020

New furniture for
Teen Room - \$10,000

2021

Halloween Event - \$500
50th Anniversary Event - \$4,500

2022

Garden planters - \$3,300
Circulation carts - \$3,600



TOTAL - OVER \$49,300

2015	Early Learning Center - \$3,100
2016	Perot Systems Programs - \$1,600 3D Printer - \$3,800
2017	STEAM Kits - \$3,500
2018	A-Z Databases - \$2,100 Tablets for kids area - \$5,300
2019	7 new PCs and Storage cabinet - \$8,000
2020	New furniture for Teen Room - \$10,000
2021	Halloween Event - \$500 50th Anniversary Event - \$4,500
2022	Garden planters - \$3,300 Circulation carts - \$3,600



TOTAL - OVER \$49,300

HOW YOU CAN HELP

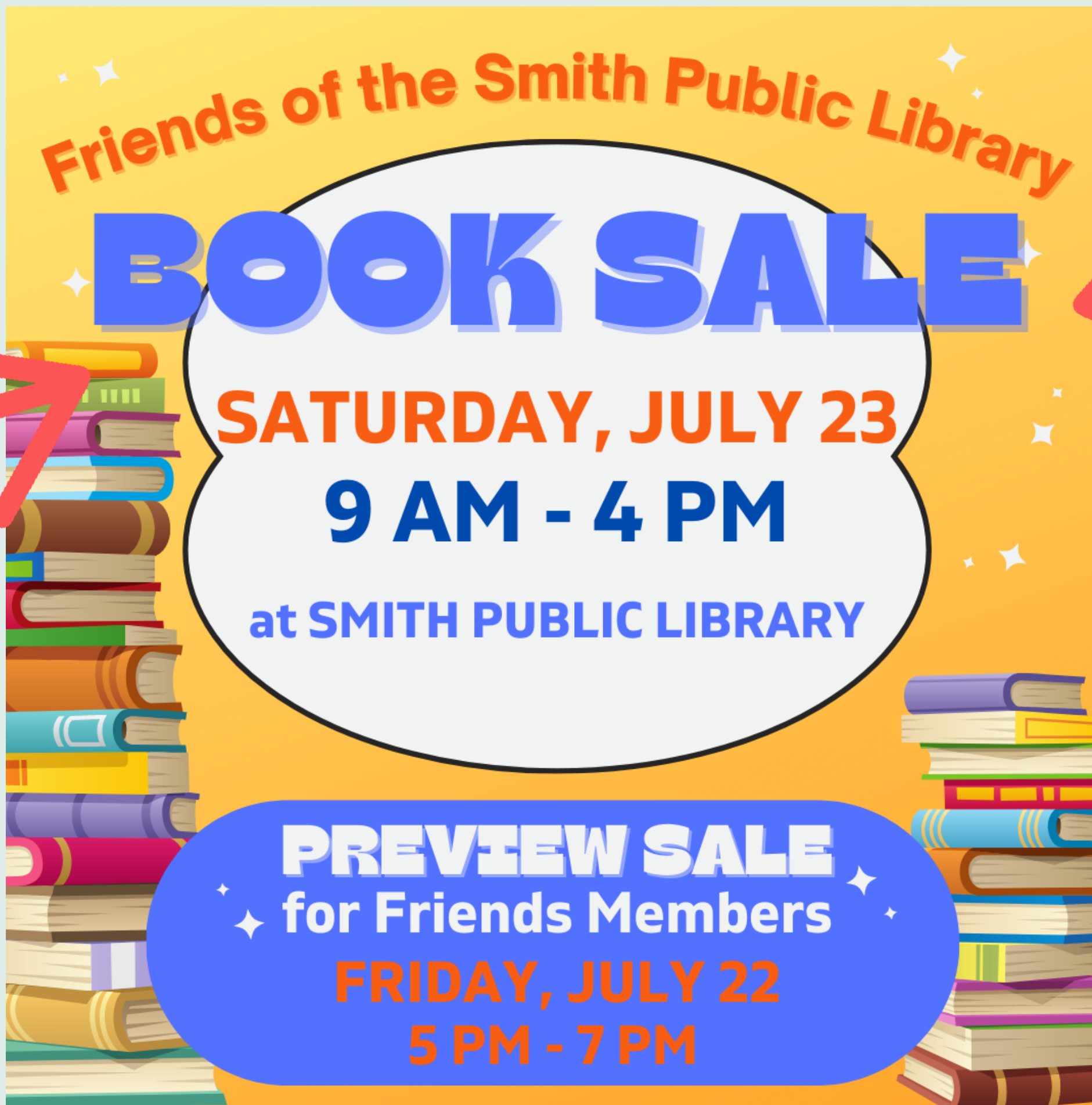


Friends of the Smith Public Library

BOOK SALE

SATURDAY, JULY 23
9 AM - 4 PM
at **SMITH PUBLIC LIBRARY**

PREVIEW SALE
for Friends Members
FRIDAY, JULY 22
5 PM - 7 PM



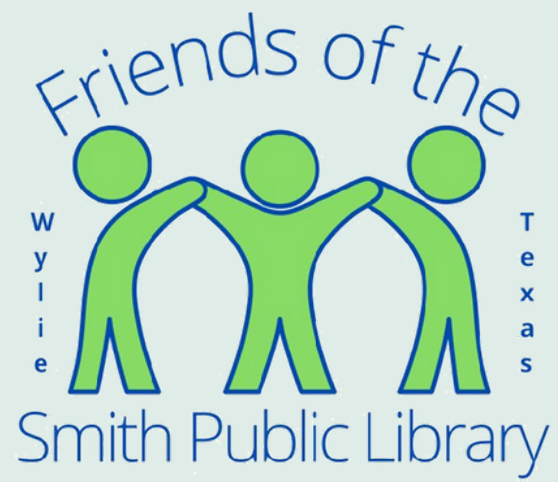
**FRIENDS OF
THE LIBRARY,
WYLIE**



**FRIENDS OF
THE RITA AND
TRUETT SMITH
PUBLIC LIBRARY**

WylieTexas.gov/Library

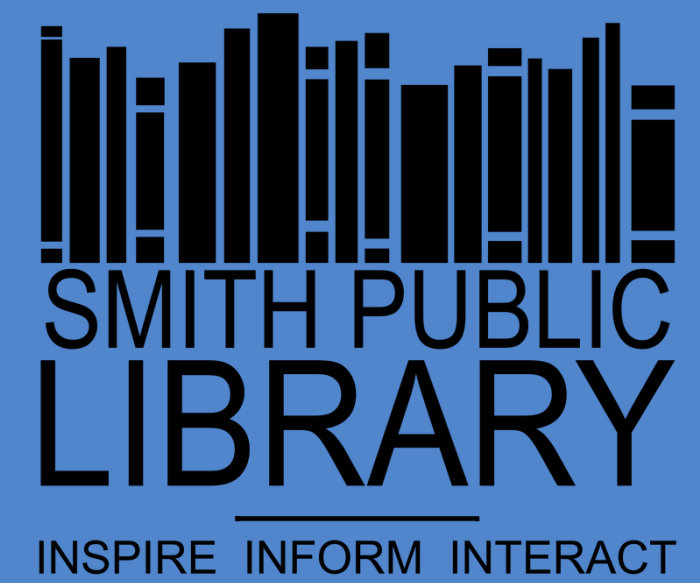






TO LEARN MORE ABOUT FRIENDS OF THE LIBRARY

Contact the library at
972-516-6250 or
libinfo@wylietexas.gov
WylieTexas.gov/Library





**Thank you,
Rita Smith!**

**First Friend
of the
Library**

Monthly Report for the Library Advisory Board

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

July 21 - August 18, 2022

Attendance at Events:

- Storytimes 182
- Kids Programs 664
- Teen Programs 28
- Adult Programs 96
- Outreach 257
- Business Card Exchange 100

Circulation Statistics:

- Circulation (Check-outs + Renewals) 54,117
- Visitors 17,458
- New Borrowers 607
- Drive-Thru Transactions 265
- Number of Holds Processed 4,649

Summer Log Stats:

- Adult Reading Logs Completed: 380
- Kids Reading Logs Completed: 1,659
- Teen Reading Logs Completed: 412

Summer Program Attendance-Youth Services:

- Wagging Tails and Pony Tails 52
- Storytimes 2,422
- Kids Programs 1,974
- Tween Programs 142
- Teen Programs 259
- Special Programs 3,745

Summer Program Attendance-Adult Services:

- June Programs 173
- July Programs 172

Digital Resources Usage:

(Presented by calendar month)

Libby (Overdrive)				
	July 2022	June 2022	May 2022	April 2022

Unique Users	14,808	13,994	13,347	13,015
Check-Outs	59,524	56,464	59,350	51,973
Holds	26,186	24,119	21,650	20,392
Purchases	917	701	676	538

Hoopla Circulation Counts by Month:								
	Audio	Binge	Comics	Ebooks	Movies	Music	TV	Total
April 2022	186	5	46	104	52	16	65	474
May 2022	258	7	79	96	48	22	18	528
June 2022	280	3	80	151	49	29	60	652
July 2022	364	6	91	194	33	38	68	794

Kanopy				
Stats	Visits	Pages	Plays	Minutes
April 2022	432	570	122	3,122
May 2022	588	736	126	4,526
June 2022	1,306	1,861	326	7,669
July 2022	788	1,309	212	4,720
Plays by Device	Tablet	Desktop	Mobile	Television
April 2022	24.6%	35.2%	5.7%	34.4%
May 2022	26.2%	22.2%	8.7%	42.9%
June 2022	15.6%	7.4%	48.8%	28.2%
July 2022	52.4%	5.7%	18.9%	23.1%

Meetings/Training Highlights:

- 7/21/22 Ofilia, Lisa and Michelle attended the Rotary Club Meeting because the Friends of the Library were presenting.
- 7/22/22 YS Staff, Ofilia and Lisa met to finalize plan for Harry Potter's Birthday Party.
- 7/22/22 Ofilia, Lisa and Michelle worked the Friends Member pre-sale event.
- 7/23/22 Ofilia, Lisa and Michelle worked the Friends Annual Book Sale.
- 8/1/22 Ofilia attended a US Census Data virtual workshop.
- 8/1/22 Ofilia met with a local girl scout about her gold award project.
- 8/2/22 Lisa met with Sam for New Employee Safety Training.
- 8/2/22 Lisa attended Emergency Tabletop Drill at City Hall.
- 8/3/22 Lisa met with Shannon for New Employee Safety Training.
- 8/3/22 Michelle attended Emergency Tabletop Drill at City Hall.
- 8/6/22 Lisa, Libby and Misti did library card sign-up at the WISD Back-to-School Fair.
- 8/9/22 Ofilia and Lisa met virtually with Dr. Jada Jackson about staff training options at inservice.
- 8/9/22 Ofilia attended the Wylie Historical Society planning meeting for the downtown haunted tour event.
- 8/9/22 Lisa and Debbie attended the Meet the Teacher event at Groves Elementary for library card sign-up.
- 8/12/22 Ofilia attended the PLANT meeting in Allen.

Misc. Information:

- 8/17/22 PolyPrinter delivered and installed the new 3D printer with dual extruder.

Upcoming Library Programs - August 2022

Adults

Comiclub

Saturday, August 27 @ 2:30 p.m.

Adults can join us at the library for discussions of comics and graphic novels.

August's selection: Nimona written & illustrated by ND Stevenson

Booked on Fridays

September 9 @ 12 p.m.

Join us for engrossing reads, good conversation, and loads of fun. Not already a member?

Email libinfo@wylitetexas.gov for information on obtaining a copy and to receive a meeting invite. Copies of the book are also available on Overdrive.

Moloka'i by Alan Brennert

Asia Pop MeetUp

Saturday, September 10 @ 2:30 p.m.

Join our group for adult fans of anime, manga, and Asian pop culture. The group meets bimonthly on the second Saturday.

Cooking with Fall Flavors

Tuesday, September 27 @ 6:00 p.m.

Chef Sandra returns to lead this cook-along class. Usher in the season of comfort foods with a fresh, elevated menu that's easy and will wow friends and family.

Kids

My Very Own Book Club

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

September 15 & 20

Going Places by Peter Reynolds

BeTween Book Club

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

September 13

Harry Potter and the Sorcerer's Stone by J.K. Rowling

Idea Lab

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

September 8

DIY Butterfly

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

Imposters by Scott Westerfeld

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 22

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

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

Registration opens August 19.

September 8

Character Creation Workshop

August 2022 Items for Future Agenda:

- Sorter Process
 - Timeline for installation
- Policies up for review
 - Confidentiality of Library Records (August)
 - Collection Development Policy (additions-September)
- New Services
 - Kulture City
 - Creativebug
- Friends of the Library Events
 - Monster Mash Show October 25
 - Haunts & History: Ghost Tour
- Next meeting Monday, September 26