

Van Alstyne Public Library

Board Meeting Minutes
April 12, 2022 – 5:30 p.m.
Van Alstyne Public Library

Board Members:

Present: Emily Kendrick, Angelica Peña, Michelle Rodgers, Diane Windsor, Dusty Williams; Ashley Ramon

Not Present: Tiffany Chartier, Sarah Macias

Quorum present? Yes

Others Present:

Library Director: Judy Kimzey

Proceedings:

Call to order: 5:27 p.m.

Business:

1. Approval of meeting minutes: MOTION to approve March 2022 minutes, with amendments. A. Peña. Second, D. Williams ALL IN FAVOR.
2. Update Meeting Room Policy

We received feedback from the City Attorney:

- a. “Non-partisan and non-religious” verbiage was removed from the policy, to ensure that the policy is constitutional. This is the most substantial edit.
- b. Added earliest and latest meeting times. Must be during normal Library business hours.
- c. Added disclaimer.
- d. Children under the age of 12 must be accompanied by an adult.

Our additions – in the second paragraph that address who can use the Meeting Room, we need to add verbiage that specifies the age requirements. No one under the age of 18 can reserve the room.

3. Update Display/Bulletin Board Policy

Changes from the City Attorney

- a. “Non-partisan and non-religious” verbiage was removed from the policy, to ensure that the policy is constitutional. This is the most substantial edit.

4. Ashley Ramon’s Presentation on National Library Week

- a. National Library Week is an initiative created by American Library Association (ALA) to raise awareness about what libraries do. The Van Alstyne initiative was created by Ashley.
- b. Social media campaign during the week generated engagement from the community.
- c. True Love Wednesday – children decorated hearts during story time. 32 hearts were decorated.

5. Plan to Raise Community Awareness

The Library Board can help promote awareness about the Library within the Van Alstyne community. Some ideas include the following?

- a. Library Picks – Board members, Library staff, and patrons can pick a book that stood out to them. We can probably highlight a pick once a week. We'll start this at the May meeting and take some "shelfies," then share them on social media.
- b. Texas Book Festival – Ashley and Ben wrote and won a \$2,500 grant for Juvenile Non-Fiction. They were able to purchase approximately 260 books. The Library Board can talk about these new books in the community. A liaison to schools and PTAs would be very helpful. Other ideas for promoting these books would be helpful. Age range of the books are from picture book age to 12 years old. Non-fiction also includes biographies.
- c. Fine Free – This policy is complete, and it's time to let the community know. We'd like some ideas on how to spread the word, and bring patrons back who may have left because of fines. Maybe a ribbon-cutting ceremony to celebrate the "new face" of the Library. Possibly a night out at the Library.

6. Discuss and Take Action on Circulation Policy

How can we make it easier for people to get Library cards, come to the Library, and receive services?

All edits from previous meeting have been incorporated into the Circulation Policy and approved. We still need to think about these items, which are the two biggest obstacles of service to the community:

1. We want to help accommodate kids who can come to the Library themselves.
 - a. Some libraries have introduced a "limited access" card. For example, minors could not check out movies. They could still check out books and puzzles.
2. People who are not US citizens or don't bring all of the necessary paperwork can make it difficult for them to get a card.
 - a. The limited access or temporary card could also apply to these adults who don't have all of the necessary paperwork. As soon as they have the necessary paperwork/documentation, then they can receive full Library privileges.
3. The term "provisional card" was suggested for both of these groups.
4. The Circulation Policy will need to be updated to incorporate/implement these different types of cards. Ashley will create the wording and present to the Library staff for review.

During this discussion, we learned that there is a Library email address and cell phone number.

7. Librarian's report: Items of note:

- a. Increased number of programs from 8 to 13 in March. Door count increased 44%. We're getting close to pre-Covid numbers. Circulation increased. New patrons increased over 100%. Hosted a movie night – Magical Movie Room. Family Game Night is well-attended. Story time attendance increased.
- b. Read Across America celebrations in the community.
- c. We've received new hotspots and will be able to extend the service agreements. We'll be able to purchase laptops or Chromebooks. The Library has won 5 grants so far.
- d. Tillett Family Homecoming event is coming up.
- e. Jammy Brigade – first visit will be May 10.
- f. Book Sale April 28 through 30.
- g. Summer Reading program is going to be big.
- h. Ashley hosted a spring gardening class – 16 people attended.
- i. City Charter does not include the Library.
- j. Under discussion is Judy transitioning to Community Development Coordinator within the next year. (amended)

Closing comments:

- a. Little Big Town on May 7 – 1K Fun Run and 5K. Individuals should register individually.

Meeting Adjourned: 7:27 pm MOTION to adjourn. A. Peña. Second, M. Rodgers ALL IN FAVOR.

*Minutes respectfully submitted by
Secretary, Diane Windsor*

Approved May 3rd 2022