

MINUTES
CITY OF DENTON
DENTON PUBLIC LIBRARY BOARD
Council Work Session Room at City Hall – May 13, 2021

After determining that a quorum was present, the Denton Public Library Board convened on Thursday, May 13, 2021 at 3:30 p.m. The meeting was held at the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas. President Kate Margolis, Secretary Laura Cantu and Members Jim Owen, Jean Greenlaw, and Ling Jeng participated in the meeting via video/teleconference.

PRESENT: Kate Margolis, Laura Cantu, Jim Owen, Jean Greenlaw, Ling Jeng
ABSENT: Benjamin Huttash (unexcused)
STAFF PRESENT: Jennifer Bekker, Kasey Fanucchi
GUESTS: None

1. PRESENTATION FROM MEMBERS OF THE PUBLIC
NONE

2. ITEMS FOR CONSIDERATION

- A. LB21-033** The minutes from the April 8, 2021 board meeting were approved. (Jean Greenlaw motion, Laura Cantu 2nd)
- B. LB21-028** The Friends board met on April 15, 2021 and discussed the status of future book sales. They will decide whether to have the August book sale at their meeting in July. The Friends board voted to approve a new 3-year agreement with the Library. The bookstore opened back up on May 1 with an acrylic shield at the counter and plenty of PPE. They are not advertising that they are open yet and they are not limited the number of people who can come in at this point. As of March 31, 2021 the Friends had \$22,280.62 in its checking account.
- C. LB21-027** The Foundation checking account has a balance of \$1,241.51 as of the latest statement in April 2021. There was a \$50 donation. Grand opening for Nook Park is being coordinated on June 21 and they are asking if one of them will come and give a presentation since they donated \$15,000 for the park.
- D. LB21-029** On Saturday, May 1, all three library locations opened for drop-in access and Phase 3 adapted services and hours. Curbside hold pickup remains available through the drive-thru window and the North Branch. Curbside hold pickup at Emily Fowler and South Branch ceased on May 1, 2021. Each branch is open 9-6 on their opening days and one night a week until 9. The Library held their first youth program on May 13. It was a story time. They have gotten good feedback, and everything has gone smoothly.

E. LB21-032

The Board received reports and discussed the following:

2021 Summer Reading Challenge Program – Kasey Fanucchi, Summer Reading Challenge Chair, North Branch, provided a report on the program. The program, Tails & Tales, begins May 27 (last day of school) and ends July 31. Registration is online. A virtual kickoff event for children is scheduled for May 28 with a virtual show from the Fort Worth Zoo (at 10 a.m. and 2p.m.). A virtual Pet Parade program for children and teens will celebrate the end of the reading program on July 31 (via Zoom so children can show their pets). You can sign up online at <https://denton.readsquared.com>. There will be volunteers at the library locations to assist people with signing up online. There will be a big social media push for the program. Digital flyers are being sent out to schools in the area. They filmed a commercial which you can see on social media after May 17.

Nook Park Grand Opening – A grand opening event for the Nook Park behind Emily Fowler Central Library, is being scheduled as part of the 2021 Make Music Day Celebration on June 21. Around lunch time there will be a celebration.

Library Card Youth Art Contest – There were over 267 entries. The entries will be reviewed and a winner from each age group (groups for ages 4-8, ages 9-13, and ages 14-17) will be announced. The winning entries from each age group will be printed in a limited run of library cards. There are 3 judges who will select the winners.

Forge Makerspace Update – The Forge Makerspace at North Branch is undergoing a move and expansion. There will be new furniture and maker equipment. There will be a T-shirt press, a CNC machine, 2 laser engravers, storage cabinets, 2 3D printers, a laminating machine, new tables, new computers, large screen monitors, button makers, and a cricket machine. The area is open, and anybody can walk in and someone in the library will show them around. There are programs already scheduled – they had a 3D printing class. The class printed 3D planters. There is a limit in the Forge of 6 participants. The class was tied into mental health awareness month.

CARES Grant Update – The Library was awarded a grant by the U.S. Institute of Museum and Library Services through a grant to the Texas State Library and Archives Commission to expand internet availability, add circulating wi-fi hotspots, and purchase more eBooks and digital audiobooks. The equipment has been ordered and is expected to come in somewhere around the end of May. The 15 mobile wi-fi hotspots have arrived and are being processed and should be on the shelves very soon. 316 eBooks and digital audiobooks were purchased in April and they have been received. The new digital titles circulated 354 times in April.

TEXTreasures Grant Update – The Library received a grant from the U.S. Institute of Museum and Library Services through a grant to the Texas State Library and Archives Commission to digitize historical issues of the DRC from 1939-1954. The digitized images are now available on the UNT Libraries' Portal to Texas History. Another grant submission has been sent in.

Collection Process Reinstatement – The collection process was halted during COVID. They are reinstating the process. After multiple attempts of notifying borrowers of long overdue materials, accounts with \$10 or more in charges are sent to collections after an item has been overdue 81 days. If items are returned, there are no overdue charges and the replacement bill for the item is removed. The borrower is only responsible for the collection fee of \$2.95 for accrued charges between \$10 and \$24.99 or \$8.95 for accrued charges \$25 and over. Now that Library facilities have reopened, starting with the oldest items, people will be contacted with a courtesy notice regarding the items. They will also be contacting account holders via email at the beginning of the month. Account holders will be asked again to return outstanding items before the account is sent to collections at the beginning of the following month.

F. LB21-030

The library has a schedule of fees, but it needs to be updated. The library would like to raise the price for 3D printing to cost to cover the cost of materials, adding maker space material costs for the laminator, they would also like to sell miscellaneous materials. There will be different categories and costs depending on the items. The Library would also like to have raw materials available for customers. The Board approved recommending the City Council approve an ordinance adopting a schedule of fees for the Denton Public Library. (Jean Greenlaw motioned and Ling Jeng 2nd).

G. LB21-031

The following policy changes were approved:

Integrated Library System Policy – Minimal changes on here, they changed 2 titles (Cantu motioned, Jim Owen 2nd)

Collection Department Policy – Minimal changes on here. Updated mission statement and updated the community description to reflect current statistics, the term DVD was changed to DVD/Blue Ray, they also added a bullet to pages 3 & 4 about digital signatures and removed trade periodicals. (Laura Cantu motioned, Jean Greenlaw 2nd)

Community Use Forge Policy – This policy has been completely revamped. The prior policy focused on the 3D printing. (Jim Owen motioned Ling Jeng 2nd)

3. CONCLUDING ITEMS

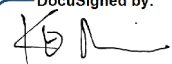
The meeting in June will be in person. The City Council voted to return to in-person meetings. The Library Board meetings are held on the 2nd Monday of each month. A tentative schedule was emailed out. The meeting in June would be at Emily Fowler. Since Emily Fowler has been rearranged the Board will get a tour during the June meeting. Also, the City Council has asked the Library to consider change the wording in the by-laws from President and Vice President to Chair and Vice Chair.

The Meeting adjourned at 4:12 p.m.

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Laura Cantu, Secretary

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Kate Margolis, President