

MINUTES  
CITY OF DENTON  
DENTON PUBLIC LIBRARY BOARD  
Emily Fowler Library Central Meeting Room – September 13, 2021

After determining that a quorum was present, the Denton Public Library Board convened on Monday, September 13, 2021 at 5:30 p.m. The meeting was held at the Emily Fowler Library Central Meeting Room at 502 Oakland Street, Denton, Texas. President Kate Margolis, Secretary Laura Cantu, and Members Ling Jeng, Jean Greenlaw, Benjamin Huttash and Cleopatra Birckbichler were in attendance.

PRESENT: Kate Margolis, Laura Cantu, Ling Jeng, Jean Greenlaw, Benjamin Huttash, Cleopatra Birckbichler

ABSENT: Jim Owens

STAFF PRESENT: Jennifer Bekker, Director of Libraries, Sarah Kuechler, Chief of Staff, City of Denton

GUESTS:

**1. PRESENTATION FROM MEMBERS OF THE PUBLIC**

NONE

**2. ITEMS FOR CONSIDERATION**

**A. LB21-054**

The minutes from the August 9, 2021 board meeting minutes were approved. (Laura Cantu motioned for approval, Lin Jeng seconded, all in favor)

**B. LB21-051**

Receive an informational report and hold a discussion regarding the Emily Fowler Library Foundation.

No changes since the August 9, 2021 meeting. The Foundation's checking account has a balance of \$6241.51 as of June 2021.

**C. LB21-052**

Receive an informational report and hold a discussion regarding the Friends of the Denton Public Library.

There have been no changes since the August 9, 2021 Library Board Meeting. They are discussing not having a November book sale due to the rising COVID cases. This is expected to be a topic of discussion at their October 14 meeting.

**D. LB21-053**

Receive a report, hold a discussion, and give staff direction regarding a mural in the Forge makerspace at the North Branch Library. Requests for quotes were sent out to seven area mural artists on August 18, 2021. The library received three responses. This project would be funded from the Library Administration's Building & Equipment account. The cost is not to exceed \$3,000. They received 3 responses (Dan Black – \$2,999, Steffany Brady – \$7,240, and Erika Tolbert - \$2,800). (Jean Greenlaw

motioned to let the library staff make a decision on the mural, Cleopatra Birckbichler seconded)

**E. LB21-055**

Receive a report, hold a discussion, and give staff direction regarding:

***Database and Online Resource Changes and Additions*** – This fall, the library plans to switch a business online resource from Reference Solutions (formerly Reference USA) to Gale Demo Now. This new product also provides demographic, company, and residential data. In addition, the library plans to subscribe to Gale Analytics for staff use. The product provides in depth demographic and marketing segment information that will be used to help the library promote library services and resources, identify areas for outreach services, identify local demographic information for future services and operation planning, and develop targeted marketing strategies.

***Workflow Efficiency Improvements*** – The library is identifying small and medium updates and additions that can be made to improve workflow, efficiency, and staff satisfaction. The goal is to have a working list of improvements to make work easier and better.

***Library Staffing*** – As part of the FY21/22 budget process, the library requested to reinstate 2 FTEs that were removed due to COVID vacancies last year. Those FTEs were for one full-time Teen Librarian at South Branch, one part-time Library Assistance II-Circulation at Emily Fowler Central Library, and one part-time Library Assistant II in Technical Services to perform material processing, Interlibrary Loan, and copy cataloging duties. If the positions are reinstated with the FY21/22 budget, the library anticipates restoring pre-COVID library hours in the new fiscal year. Pre-COVID hours include returning to 7 day per week operations, reinstating evening hours, and switching South Branch Monday hours from 9 a.m. – 6 p.m. back to noon – 9 p.m.

***2022 TexTreasures Grant Award*** – The library has been awarded a TexTreasures grant for a third year. The \$24,820 grant award will fund the digitization of 24,000 additional newspaper pages of historical issues of the Denton Record Chronicle, adding digitized pages of the DRC through 1969. In 2019, DPL received its first grant through the TexTreasures program. The 2019 grant funds were used to digitize and make freely available on the Portal to Texas History 24,000 pages of the DRC, beginning in 1908, representing the earliest years of microfilm available in the collection. The grant funding received in 2020 provided for the digitization of an additional 24,000 pages of DRC issues through 1952.


***Branch Closures for RFID Equipment Installation*** – All of the replacement RFID (Radio Frequency Identification) equipment has been

delivered to library branches. The vendor is coordinating with library staff to schedule equipment installation. Each branch will be scheduled on different days. Due to the security gate removal and installation process, public access to library facilities is not possible during that process. It is estimated that it will take 5-7 hours for the gate removal and installation. Library branches will be closed on those days. Once installations are scheduled, the closures will be included in the Friday Report to Council, posted on library social media channels, and signs will be posted inside library facilities.

### 3. CONCLUDING ITEMS

None.

The Meeting adjourned at 5:48 p.m.

  
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Laura Cantu, Secretary  
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Kate Margolis, President