

MINUTES
CITY OF DENTON
DENTON PUBLIC LIBRARY BOARD
South Branch Library – February 10, 2020

After determining that a quorum was present, the Denton Public Library Board convened on Monday, February 10, 2020 at 5:30 p.m. The meeting was held at the South Branch Library, Denton, Texas 76210. Dr. Jean Greenlaw, President, called the meeting to order.

PRESENT: Jean Greenlaw, Ling Jeng, Kate Margolis, Laura Cantu, Sam Alphonse

ABSENT: Benjamin Huttash

STAFF PRESENT: Jennifer Bekker

GUESTS: Jim Owen – potential board member, Arely Contreras – UNT student, observing for her Media Writing class

1. PRESENTATION FROM MEMBERS OF THE PUBLIC

NONE

2. ITEMS FOR CONSIDERATION

A. LB20-012 The minutes from the December 9, 2019 board meeting were approved. Dr. Jeng moved to approve, Sam Alphonse seconded. Unanimous approval.

B. LB20-009 Results of Friends of the Library Book Sales

| | |
|------------|------------|
| 11/02/2019 | \$2,072.75 |
| 02/01/2020 | \$2,574.80 |

Jennifer Bekker, Director, has provided the libraries funding requests to the Friends. The request included:

- Furniture for the teen room in the North Branch and Emily Fowler
- Scanner for Emily Fowler

C. LB20-008 Library Foundation

Rotary Club Project:

The Rotary Club has contributed \$15,000 for the project at Emily Fowler. There has been \$51,020 collected so far for the project (including the \$15,000 from the Rotary Club.

D. LB20-007 “Looking Forward” Plan

The “Master Facilities Plan for the Denton Public Library” was discussed and the board voted to recommend it to the City Council. The plan was unanimously approved for recommendation to Council.

E. LB20-011 Receive a report and hold a discussion regarding:

Hot Spots

The hot spots will be circulated this month. Each will have instructions included on their use. The hot spots can be used to connect 4 to 5 devices to the internet. The library got the devices from Tech Soup which just charged a \$15 administrative fee per device. The Library will pay \$10 per device per month for the service. They can be checked out for 3 weeks at a time by full-service library cardholders.

CloudLibrary

The library switched to the CloudLibrary in September 2019. Circulation is up 40%.

Strategic Plan

The Library accomplished most of what was in the strategic plan. There were a couple of things that didn't get completed.

2020 Action Plan Items

- Diversity Committee
- Youth card design contest
- Bicycle locks (N. Branch and Emily Fowler)
- DPL2Go
- Municipal archives supplies
- Increase self-check-out 5%
- Update RFID
- Update public scanners (completed)
- New phone and notification system
- Collection rebalancing project
- Citywide leadership programs
- Survey on maker space equipment
- Expand partnership with NCTC
- Two new job readiness classes

Library Quarterly Updates

Jennifer Bekker, Director, provided a copy of the update from October 2019 – December 2019 for the Board's review.

2020 Staff Presentations

Jennifer Bekker, Director, asked the Board to provide feedback on future presentations from staff. Jean Greenlaw suggested presentations on adult and child programming. Sam Alphonse suggested a presentation on the new park at Emily Fowler. Ling Jeng suggested a presentation on plans for community outreach. Jean Greenlaw also discussed an online book club she operates for the Denton Record Chronicle.

FY 2020-2021 Budget Planning

They are rolling over existing budgeting. The Library will request funding for several larger cost items including:

- RFID (at least \$150,000)

- Improvements to Emily Fowler
- A vehicle
- Archival supplies
- Deep tile cleaning for restrooms at all branches

Request for Reevaluation of Material

The library has also received a request to reevaluate a book, *The Little Match Girl* by Jerry Pinkney, for age appropriateness.

Homebound Services

Currently, the library sends books to homebound individuals along with a return package including postage. However, postal rules have changed, and they will no longer be able to include the return postage on the packages. Other libraries offering homebound services deliver items to the homes of the homebound individuals, which presents a liability and safety risk. Some libraries mail items out and the patron must pay for the postage to return the items to the library.

DPL has revised homebound services for existing homebound patrons: If the individuals are in a facility that is visited by DPL2Go, then the items will be picked up at the regularly scheduled DPL2Go visit. If the individual lives in a private home, then they have been given the option to switch their homebound account to a full-service account and pick up/drop off or have someone pick up/drop off materials at a library facility. If they wish to continue having materials mailed to them, their homebound account type will remain, and materials will be mailed to their home, but the patron will have to pay and affix the postage to return the items to the library.

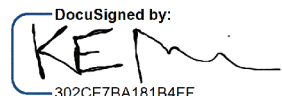
F. LB20-010

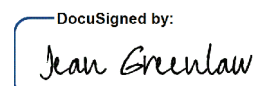
Changes to Policies were discussed and approved:

- Meeting Room policy
- Quiet Room policy
- Teen Room policy
- Library Program policy
- Circulation Services policy
- Reevaluation of Materials policy

3. CONCLUDING ITEMS

The Meeting adjourned at 6:12 p.m.

DocuSigned by:

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Kate Margolis, Secretary

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Dr. Jean Greenlaw, President