

**LIBRARY BOARD OF THE CITY OF SACHSE
MEETING MINUTES
AUGUST 8, 2022**

The Library Board of the City of Sachse held a regular meeting on Monday, July 11, 2022, at 7 p.m. at Sachse Library, 3815-C Sachse Road. Those present were Chairperson Dashe Williams; Vice-Chairperson John Morris; Board Members Joshua Frick and 'Dia Rhoden; and Manager of Library Services Daniel Laney.

Members Absent: Marion Simpson, Rhia Johnson, and Cindy Woodcock

Chairperson Williams called the meeting to order at 7:12 p.m.

Invocation and Pledges of Allegiance to the U.S. and Texas Flags.

Ms. Williams led the invocation and the Pledges of Allegiance to the U.S. and Texas flags.

Consider approval of the June 13, 2022 meeting minutes.

Mr. Laney indicated there was an error on the June 2022 minutes that would need to be corrected. The minutes incorrectly listed Jim Mathis as a member of the Library Board. The minutes were approved unanimously with this correction on a motion by John Morris, seconded by Dashe Williams.

Consider approval of the July 11, 2022 meeting minutes.

Mr. Laney informed the Board there was also an error with the July 2022 minutes where Jim Mathis was listed as a member of the Library Board. The July 2022 minutes were approved unanimously with this correction on a motion by John Morris, seconded by Joshua Frick.

Receive and discuss the Library Manager's monthly report.

The Board received and discussed the library manager's report for July 2022. Mr. Laney indicated that the Library remained very busy throughout the month of July, with statistics being up in almost every category. Mr. Laney also informed the Board that he expects the Library to exceed record checkout numbers by the end of the year.

Mr. Frick asked Mr. Laney for clarification on the circulation statistics for Manga and Graphic Novels listed in the report in regards to what the differences are between these materials and their targeted audience. Mr. Laney and Technical Services Librarian Matina Newsom responded with an explanation of what constitutes a Manga or Graphic Novel, as well as information about their content and intended audience.

Receive and discuss a report on the results of Summer Reading 2022.

The Board received a statistical report from Mr. Laney on the results of the Summer Reading Program. Mr. Laney informed the Board that while participation in the Summer Reading Program was much higher than the last several years, including a record number of hours read, the special events and programs had mixed results due to the summer heat wave. Attendance was lower at outdoor events during the second half of the summer. Mr. Laney indicated that the Library is in the process of looking into alternative venues for next year's special events, and might potentially host future events at the Michael J. Felix Community Center.

Mr. Laney also discussed the feedback the Library had received from several families regarding utilization of the Beanstack app for tracking reading for kids, teens, and adults. The Library will take this information into account in order to improve the Summer Reading Program for next year.

Receive an update regarding the introduction of a new Library Card design in September 2022 for Library Card Sign-Up Month.

Mr. Laney presented an updated library card design featuring the new City of Sachse branding and images of the Library building. The new library card design will roll out in September, and the Library will temporarily waive the \$1 card replacement fee for all current cardholders in recognition of Library Card Sign-Up Month. Cold Stone Creamery at The Station has also agreed to offer incentives for new cardholders and current cardholders who switch to the updated design.

Receive a report from Technical Services Librarian Matina Newsom regarding her job duties and responsibilities.

The Library's new Technical Services Librarian, Matina Newsom, gave a presentation on her job duties and responsibilities. Ms. Newsom started as the Library's Technical Services Librarian in May 2022. Prior to coming to Sachse, she was the Stacks and Evening Supervisor at the University of North Texas' Sycamore Library. As Technical Services Librarian, Ms. Newsom is responsible for collection development, cataloging and processing, and collection maintenance for the Library. Ms. Newsom provided the Library with an overview of these aspects of her responsibilities.

Following Ms. Newsom's presentation, Mr. Frick asked several questions relating to the Library's processes for ordering new materials, including physical and digital items, as well as criteria and procedures for weeding out and deselection of physical items.

Discuss Library Board Announcements regarding special events, current activities, and local achievements.

There were no Library Board announcements.

Request for future agenda items.

Mr. Laney informed the Board that Shelley Salcido, the new Senior Librarian in charge of programming, will start work at the Library soon and will give a presentation at a future meeting regarding her job duties and responsibilities.

Mr. Laney also indicated that staff will soon begin the process of updating Library policies, and will present them at future meetings for approval by the Board.

Mr. Frick requested an agenda item for an upcoming meeting to discuss the Library's policies on purchasing multiple copies of individual titles.

Adjournment.

Chairperson Williams adjourned the meeting at 9:03 p.m.

APPROVE:

Dashe Williams, Chairperson

ATTEST:

John Morris, Vice-Chairperson