

1. Call to Order / Roll Call.

The meeting was called to order at 6:17 p.m. Board members present: Andy Cartwright, Lenorah Johnson, Bobbi Parry, and Rhonda Thomas. Absent: Heidi Bullock, Mandi Jackson and Karey Pustejovsky

PISD Liaison: Melissa Surratt.

Staff: Leslie Scott, Library Director.

2. Consider and act upon approval of the minutes from the November 15, 2018, Library Board meeting.

Motioned by Johnson, second by Cartwright. Approved 4-0.

3. Comments by the Public.

None.

4. Report on Library Board update.

The Town is currently consulting the Bylaws to clarify the continued role of the PISD liaison on the Board.

5. Discussion on selection of a new Chair.

Parry, who is Vice-Chair and is currently serving as acting Chair, indicated that she would step down. Johnson, who is Secretary, is willing to serve in any position that the Board deems appropriate. Given the absence of several members, it was agreed that the appointment of Chair, Vice Chair and Secretary would take place at the next meeting on January 17, 2019. Board members will also discuss timing of meetings.

6. Report from PISD Librarian Melissa Surratt.

None.

7. Report from Library Director.

Scott thanked Board members who were able to attend the presentation of the annual Library Report to Town Council on December 11, 2018. Council was complimentary of the work of the Library; the video has been posted on social media. Scott provided the November monthly report to members. Attendance at programs dipped, likely due to inclement weather as well as the holidays. 19 Storytimes were held with 338 in attendance, and 18 programs were held with 324 in attendance. Programming will be on hiatus for the duration of the PISD break. January - April program brochure is currently being printed. Modifying programming mix to include new events such as a Sunday program focused on critical thinking activities, and a Crochet and Knit club every second and fourth Tuesday afternoons.

Council has approved the budget to enable the purchase of two AWE machines; however given the physical space, looking into initially purchasing one AWE and a tablet to start. Scott will be attending the American Library Association's mid-winter conference in Seattle at the end of January; will be investigating a new Integrated Library System as Prosper Community Library has outgrown the current system. Currently interviewing candidates for an additional full time library assistant; will be posting for an opportunity for a full time youth service librarian in the new year. The Friends of Prosper Community Library's book sale on November 16-17, 2018, was a success and raised almost \$2,000. Funds raised may go towards supporting the library in acquiring a moveable circulation desk. Unsold children's books were donated to Court Appointed Special Advocates for Children (CASA) to enable case workers and foster families to distribute to children coming in to care. Remaining adult books have been stored in preparation for a second book sale, to be held April 6&7, 2019. Scott informed Board that a patron has verbally indicated an intention to request that the Library reconsider a book in its collection, which the patron found offensive. As per the Library's Policy on the Reconsideration of Materials, a resident may complete and submit a formal, written Recommendation for Reconsideration of Material Letter to the Director of Library Services. Scott reminded the Board that if such a letter is received, the Director may refer the recommendation to the Library Board for review. Scott indicated that she would keep the Board informed on developments.

8. Discussion on the draft Long Range Plan

Johnson provided the Board with a brief summary of the draft plan. Its purpose is to articulate a vision for the Library which will outline the shape of the future, be a source of inspiration, and guidance for steps along the way. It describes the Library's mission and objectives, and begins to outline how the objectives will be accomplished. The document is not static; rather, it is meant to provide guideposts. While it will be included as part of the package submitted for library accreditation, it will also help the Director in day-to-day planning and organization of priorities. The intention is for the plan to be evaluated/revisited by the Board every year. The Board was supportive of the plan in its current form. As a next step, the Director of Library Services will work with Johnson to prepare the final document for approval and signature.

9. Determine topics for review/discussion at future meetings.

Board members will discuss the selection of a Chair, Vice-Chair and Secretary, the timing of Board meetings, as well as the final Long Range Plan at the January meeting. Continued discussion on establishing a Library Foundation will resume once the renewed Friends is fully running.

10. Informational Items.

Next meeting will be January 17, 2019, at 6:15 p.m.

11. Adjourn.

Motioned by Cartwright, seconded by Thomas. Approved 4-0. Meeting was adjourned at 7:16 p.m.


Bobbi Parry

JAN. 17 / 2019
Date