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MINUTES
Regular Meeting of the Library Board
Prosper Town Hall
Library Conference Room
200 S. Main Street, Prosper, TX 75078
Thursday, May 16, 2019, 6:15 pm

1. Call to Order / Roll Call.

The meeting was called to order at 6:18 p.m. Board members present: Andy Cartwright, Lenorah Johnson, Bobbi Parry, Heidi Bullock, and Karey Pustejovsky, Rhonda Thomas. Absent: Mandi Jackson

PISD Liaison: Melissa Surratt, Absent

Staff: Leslie Scott, Library Director, Kim Reynolds, Library Staff, Kelli Beggs, Youth Service Librarian

Public: None

2. Consider and act upon approval of the minutes from the April 11, 2019 Library Board meeting.

Motioned by Parry, second by Bullock. Approved 6-0

3. Comments by the Public.

Reynolds presented a draft of the new guidelines for book donations. The library receives a generous amount of donations. While appreciated, not all donations are in acceptable condition, and cannot be added to the collection. These guidelines will help staff work with community members to communicate what is an acceptable donation. They will be appended to the Prosper Community Library Policies.

4. Report on Library Board update.

The Town's annual board appointment process will begin shortly. Terms for Place 1, 3, 5 and 7 are set to expire in September; Board members seeking potential re-appointment will need to apply. Robyn Battle, Town Secretary will be in touch in June about the re-application process.

Library board members will continue to contribute to the research on library fund generating activities. Set a goal of completion by the August/September meeting, with a view to having a meaningful discussion in the fall.

The June meeting will be moved to June 13, 2019, at 6:15. The July meeting will be cancelled. The August meeting will be moved to August 22, 2019.

5. Report from PISD Librarian Melissa Surratt.

Absent.

6. Report from Library Director.

Friends of the Prosper Community Library is planning to approach council members to become Friends. They are working on clarifying the membership levels. Considering organizing an annual event vs. holding bi-annual book sales as main fundraiser. Book sales are not profitable when amount of time and effort put in by staff is taken in to account.

The budget has been submitted for the library. Scott has requested that discretionary funds be used for additional operating hours on Mondays and non-discretionary funds for items for library. The budget requests will be considered over the summer.

The library got bids from 4 new a new Integrated Library System (ILS). Several came to give demos to library staff. The library ultimately went with KoHa. Migration will happen over the summer. Service disruptions are not expected.

Scott gave an update on library staff. She introduced Kelli Beggs as the new youth service librarian, and thanked her for jumping right in to help with summer programming and the new ticket system for summer program sign ups. Amy Shannon will also be joining the team to assist the Director.

Summer reading program published on the library's Facebook page, website, and paper copies are also available in the library. There are programs available for all ages throughout the whole summer. The theme is "Mystery". A ticketing policy will be in place for attendance. To ensure that Prosper residents get priority for programming, a library card will be required to sign up. Friends will be providing outdoor signs for summer readers.

7. Consider and act upon a recommendation to the Town Council to amend the Library Board membership

The Prosper ISD liaison is a non-voting position on the Library Board. It is a legacy from the time when the library was located inside Reynolds' Middle School. Other libraries in the area do not have an ISD liaison non-voting position on their boards.

The Board recommended that the Prosper ISD liaison non-voting position be removed from the Library Board. Motioned by Bullock, seconded by Johnson 6-0.

The Board indicated its support for ongoing communication between Prosper Community Library and Prosper ISD.

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

Board members were asked to contribute to the analysis about fundraising in order to continue discussion.

9. Informational Items.

The next meeting is June 13, 2019, at 6:15.

10. Adjourn.

Motioned by Johnson, seconded by Cartwright. Approved 6-0. Meeting was adjourned at 7:10 p.m.



Lenorah Johnson

JUNE 13 / 2019
Date