

Richardson Public Library Board
Second Floor Conference Room
Wednesday, March 8, 2023
6:30 pm

MINUTES

Chair Cathy Ziegler called a regular meeting of the Richardson Public Library Board to order at 6:27pm in the Second Floor Conference Room, 900 Civic Center Dr., Richardson, Tx. A quorum was present.

Members present: **Cathy Ziegler, Richard Lin, Laurie Patton, Lisa Kupfer and Traute Malhotra**

Others present: **Jennifer Davidson**, Director of Library Services
Vrena Patrick, Assistant Director of Library Services
Joe Corcoran, City Council Liaison
Shelley Billings, Secretary

A motion was made to approve the January meeting minutes and the minutes were approved.

Visitors: Michaela Dollar, Assistant City Manager

Director's Report:

Personnel Updates

Michaela Dollar was introduced to the Board as the new Assistant City Manager over the Library, and a new Circulation Supervisor was announced.

Temporary Location

Work on the Library's temporary location has picked back up. With the lease signed and the location announced, the layout design is now underway. The space will include a storytime area and a conference room. Move-in is tentatively scheduled for early Fall.

Renovation

Director Davidson told the Board that the renovation is now in the Design Development phase and that the front door's location hinges on whether City Hall is renovated or completely rebuilt. Regular meetings with the architects have resumed and they are interested in meeting with the Board in late May.

Statistics

- The Library's Local History Librarian has conducted over 90 hours of research, many related to the City's 150th Anniversary.

- The new digital service PressReader has already had over 100,000 articles opened in the last 5 months with publications from 64 countries and in 18 languages.

Update on Programs

- The Library is celebrating Richardson's 150th Anniversary with lectures, reading challenges and a community art puzzle.
- The Library hosted an inter-generational Valentine's Day program, a musical performance for Black History Month and conducted outreach at a Lunar New Year event.
- A NASA Ambassador led a Solar System tour and there was a Civil Rights Road Trip in the Youth Department. Youth Services staff also attended an open house at a local elementary school.
- Many upcoming events are scheduled for Adult and Youth in March, including Baseball Scorekeeping and a week of Spring Break-cation activities.

Other Library News

- Director Davidson thanked the Library Board members who volunteered to help judge the Martin Luther King Jr. essay contest.
- The Library will be getting a van to assist with the increased need for outreach.
- Several new legislative initiatives were brought to the Board's attention that could impact the Library.

Upcoming Dates to Note

- The next Library Board meeting is Wednesday, May 10th at 6:30pm.
- The Friends of the Library Trash Bash is in mid-April.
- The Richardson Reads One Book selection will be revealed in late March.
- The Library's Volunteer dinner is in mid-April.
- The Library will oversee the Kids area at the Wildflower festival in May again this year.

Old Business:

Richardson Public Library Policy Manual

The proposed updates to the RPL Policy Manual were reviewed, and the Board will make their final approval at the May meeting. The changes include:

- Enhanced policy to include online Library cards
- An updated and condensed summary of Loan Periods
- Updated to implement Overdue Fine Free policy
- Added Section 306 which states that the Library is not a public forum
- Added Richardson Independent School District (RISD) to Outreach Programming service area
- Clarification that clothing and shoes must be worn at all times
- Specification of the no smoking and no sleeping policies
- Enhancement of the Request for Reconsideration procedure

- Correction of spelling and grammar

During the review of the Policy Manual questions came up about:

- Why non-resident RISD children were eligible to have their library card fee waived in Section 201. Answer: This is a City Ordinance.
- Why non-Richardson RISD schools were eligible for Library Outreach in Section 407. Answer: In order to be more inclusive, an addition to the policy now includes all schools within the City limits (private and Plano ISD schools) and all RISD schools.
- Why for-profit Senior Living facilities were eligible for Library Outreach in Section 407. Answer: For-profit Senior Living facility residents are Richardson residents, also.

New Business:

Library's Strategic Plan

The Library Board went over the *Introduction to Strategic Plan Process – 2023*. Director Davidson discussed how each of the steps was being addressed. Discussion followed about how to make the Mission Statement more concise.

The *Richardson Public Library 2018-2023 Strategic Plan* was distributed and will be reviewed in May.

City Council Liaison:

Joe Corcoron summarized recent Council news:

- The City is investing in events and incentives to draw new business to the downtown area
- The Council met with Texas Municipal League asking to maintain local control
- Zoning for 2 private schools was approved

Miscellany:

An updated Library organization chart and a Board member contact list was distributed.

The meeting was adjourned at 7:59 p.m.

Respectfully Submitted,
Shelley Billings



