

Library Board Minutes May 19, 2021

APPROVED

STATE OF TEXAS §
COUNTY OF TARRANT §
CITY OF BEDFORD §

The Library Board of the City of Bedford, Texas, met in a video conference at 7:00 p.m. on the 19th day of May 2021 to review items on the regular agenda and to hear staff reports, with the following members present, constituting a quorum:

Present:
Dave Bowersock
Margaret Carroll
Jim Davis
Susan Hampton
Stacy Herron
Lori Irvin
Janet Key

Also Present:
Councilman Dan Cogan
Barbara Johnson
Maria Redburn
Mary Woodward

(The following items were considered in accordance with the official agenda posted on the 14th day of May 2021.)

CALL TO ORDER

Board Chairperson Carroll called the meeting to order at 7:00 p.m.

ROLL CALL/INTRODUCTIONS

APPROVAL OF MINUTES

1. Consider approval of the following Library Board minutes:
April 21, 2021 regular session.

Board Member Hampton made a motion to approve the minutes as amended. Motion was seconded by Board Member Key. Motion passed unanimously.

OLD BUSINESS

2. Report on Library Business Plan

Redburn stated the Library Advisory Board comments would be combined with Library Satisfaction Survey comments and the library staff comments. City Council will be having a strategic planning session in June. Library staff will begin work on finalizing the Library Business Plan in August using the City Council Strategic Plan to prioritize goals and objects.

3. Report on upcoming Foundation and Friends activities.

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Redburn reported that the Foundation is focused on the Library Greenspace Project. The Library Greenspace Project will extend the WIFI network to the parking lot and Library Greenspace. The Foundation is raising money for outdoor seating and lights. Eventually, the Library Greenspace will feature a pocket playground, StoryWalk, and trail connecting to the Old Bedford School. The Foundation has received over \$1,200 donations in the first 24 hours since sending an email to library users. Beer, Brats & More has been scheduled for Saturday, October 23. There will be several food trucks this year.

Board Member Key reported that the Friends Big Book Sale will be held August 12 – 14. Volunteers are always needed for the Book Sale. Woodward reported that the pumpkins will be delivered between October 13 and 15. The Pumpkin Patch must open within 24 hours of receiving the pumpkins.

4. Report on remaining impact of Coronavirus disease (COVID-19) on Library operation and services.

Redburn reported that all areas of the Library are open with exception of the Technology Center. Children's computers will be in place by June 1. Programs resume in June to coincide with the Summer Reading Club.

New Business

5. Discussion and possible action regarding Circulation Policy.

Redburn thanked Mary Woodward and Jacquelyn Bedell for their hardwork on the Circulation Policy. The Circulation Policy will be under the Administrative Guidelines on the website. Woodward removed all procedural items and updated the policy to make it easier for patrons to understand.

Discussion was had on the purpose of the Texshare Card and how the system worked. Library Advisory Board requested more information on the amount of time it takes for patrons to pick up holds, number of holds that are never picked up, and hold times at other libraries. This will help them determine whether to continue allowing 10 days or to reduced it to 7 days. Library staff will see if there is a way to reduce the amount of days based on type of item placed on hold. This item is tabled until the June meeting.

Reports

8. Discussion and distribution of Library Director's Report.

Redburn reviewed highlights in the report. See attached report.

NEXT MEETING

9. The next meeting of the Library Advisory Board is Wednesday, June 16, 2021.

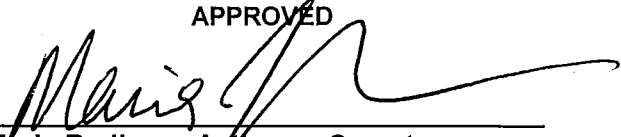
ADJOURNMENT

The meeting was adjourned at 8:15 p.m. by Margaret Carroll.

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1st by Board Member Hampton
2nd by Board Member Davis

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Maria Redburn, Acting as Secretary
Bedford Public Library Advisory Board