



City of Kyle, Texas

Kyle Public Library Advisory Board

Meeting Date: 12/8/2022
Meeting Time: 7:00 PM

Board Members Present: S.Copeland, M.Landrum, J.Robinson, G.Rocha, J.Torres, & M. Harrell (arrived at 7:11)

City Council Members Present: none

Library Staff Present: Michael Kaufmann-Lynch, Colleen Tierney

Citizens Present: Susan Reyna, Elizabeth Corey

Call to Order: The meeting was called to order by S. Copeland at 7:00 pm.

Citizen Comments:

- Susan Reyna: S. Reyna provided copies of the long-range plan and provided history on the plan as a former board member.

Consent Items

- Approval of November 10, 2022 minutes
 - Minutes were reviewed and approved with no amendments or corrections.

New Business

1. Introduction of new Director of Library Services
 - C. Tierney acknowledged the work of the board on the long-range plan and the work of the staff in supporting her transition.
2. Discussion on use of Library Advisory Board Handbook
 - C. Tierney advocated for the use of the Library Advisory Board Handbook
 - C. Tierney recommended that board members specifically reference pages 7, 12 (Roles & Responsibilities), 27 (Meeting Rules), 29 (Meeting Minutes), 30 (Items to Include in Meeting Minutes), and 33 (Decision-Making, the Library Director, and the Library Board).
 - M. Landrum asked about possible priorities for the board, and Director Tierney referenced the "request for reconsideration of materials" (part of the Collection Development Policy) and a possible need for revision in light of current climate and acceleration of challenges, as well as working on the long-term plan, and supporting and advocating for the library in the community. There was some discussion of whether the policy revision could be approved by the Library Advisory Board or whether it would need to be brought before the City Council.
 - Action Items: S. Copeland and C. Tierney will investigate the approval process; and C. Tierney will bring the Collection Development Policy to the next meeting.
3. Update and discussion of Library Board vacancy
 - Questions were raised regarding the filling of an interim seat that is currently vacant on the board. C. Tierney and M. Kaufmann-Lynch shared that the appropriate city staff member is aware of the vacancy.
 - Action Items: C. Tierney will follow up with the city secretary and

- S. Copeland will research the ordinances governing communication between the Library Advisory Board and the City Council to determine next steps.

Continued Business

1. Library Director's Report (delivered by C. Tierney)
 - See attachments for details regarding circulation, programming, database usage, etc.
 - J. Torres noted that she will be excited to see year-end statistics for annual comparisons.
 - C. Tierney expressed her positive impressions of the staff.
2. Friends of the Kyle Public Library Report
 - E. Corey summarized that the FOL runs a thrift shop whose proceeds are available to the library. Profits from the thrift shop have previously been used for library expenses such as the summer reading program, telescopes, and bean bags.
 - E. Corey noted that this friends group is different than other groups since their main activity is the business.
 - E. Corey noted that there was a major accident at the thrift shop, but that the store was able to open the next day.
 - E. Corey shared that November 2022 was the highest sales month in the history of the thrift shop and expressed her positive impressions of the thrift shop staff.
 - Director Tierney shared that the Friends of the Library gave the library staff gift cards.

Announcements, Informational Items, and Next Meeting

- Next meeting business
 - Nominate a vice chair for the Library Advisory Board
 - Further discussion of the Library Advisory Board Handbook
 - Update from S. Copeland and C. Tierney upon research of ordinances related to the approval of library policies (in anticipation of possible revision to Collection Development Policy)
 - C. Tierney will bring the Collection Development Policy for review
 - Update from S. Copeland and C. Tierney regarding communication and processes related to filling the current library board vacancy
- The next meeting will be held on January 12th at 7:00 pm

Meeting Adjourned

- Motion to adjourn was made by G. Rocha and seconded by M. Landrum with unanimous approval. Meeting adjourned at 7:51 pm.

NOTE: There may be a quorum of the City Council of Kyle, Texas present at the meeting who may participate in the discussion. No official action will be taken by the City Council member in attendance.



 Spencer Copeland, Board Chair



 Jessica Robinson, Secretary