



City of Kyle, Texas

Kyle Public Library Advisory Board

Meeting Date: 1/12/2023

Meeting Time: 7:00 PM

Board Members Present: S.Copeland, M.Landrum, J.Robinson, G.Rocha, J.Torres, & M. Harrell

City Council Members Present: none

Library Staff Present: 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: none

Consent Items

- Approval of December 8, 2022 minutes
 - A motion to approve with no amendments or corrections was made by J. Torres and seconded by G. Rocha with unanimous approval.

New Business

1. Consideration and possible action to appoint a Vice Chair for the Library Advisory Board.
 - M. Landrum was nominated by S. Copeland with unanimous approval by board. M. Landrum accepted the appointment as Vice Chair.
2. Discussion related to Kyle City Ordinances in regard to Library Advisory Board.
 - Proposed changes to ordinances: C. Tierney advocated for a change to the city ordinances pertaining to the Library Advisory Board (impacting Article V and Article III). Library Advisory Board members are in support of the proposed changes. C. Tierney will collaborate with appropriate city staff and the city attorney to draft a proposal.
 - Update on board vacancy: Because the library board vacancy is mid-year, the city council may return to previous applicants to determine if they are still interested in serving, though the policy must be changed first.
 - Training for board members: M. Harrell asked about possible training for board members. C. Tierney will share resources from the ALA.
 - Continuity and clarity: M. Landrum discussed a potential need for clarification regarding the various policies and ordinances that are relevant to this board. There was a consensus that the creation of new resources may be beneficial in terms of continuity planning and clarification of the roles and responsibilities of the board. C. Tierney will review all city ordinances related to the library and library board to determine if other proposed changes are warranted at this time.
3. Discussion on Library Policy Review
 - C. Tierney explained that there is a need to update many of the library's policies and processes (including the procedure for obtaining a library card). C. Tierney

recommended that we start with the Collection Development Policy. Ordinance review and determination will need to occur first in order to ensure alignment.

Continued Business

1. Library Director's Report (delivered by C. Tierney; see attachments for details regarding circulation, programming, database usage, etc.)
 - o C. Tierney shared news about the library, including upcoming events, social media initiatives, upcoming library trainings related to safety, and new programming.
 - o C. Tierney expressed appreciation to the Friends of the Library for the recent contributions of a new popcorn machine and refrigerator.
2. Friends of the Kyle Public Library Report
 - o E. Corey shared that S. Reyna joined the Friends of the Library.
 - o E. Corey shared updates related to repairs to the building and recent sales, including that 2022 was the highest sales year on record and was an increase from the previous year of over 16%.
3. Continued discussion of Kyle Library Long Range Plan and Public Library Advisory Board Handbook
 - o S. Copeland suggested that we wrap these discussions into future conversations related to policy changes.

Announcements, Informational Items, and Next Meeting

- Next meeting business
 - o C. Tierney will review city ordinances related to the library and will bring proposed changes.
 - o C. Tierney will consult with library staff regarding next steps for the purchase of a telescope and provide an update.
 - o C. Tierney will share training resources with board members via email.
- The next meeting will be held on February 9, 2023 at 7:00 pm


Meeting Adjourned

- Meeting adjourned at 8:12 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, Chair



Jessica Robinson, Secretary