



# City of Kyle, Texas

## *Kyle Public Library Advisory Board*

Meeting Date: 5/11/2023

Meeting Time: 7:00 PM

**Board Members Present:** S. Copeland, M. Harrell, M. Landrum, J. Robinson, C. Thompson, & J. Torres

**City Council Members Present:** none

**Library Staff Present:** Colleen Tierney

**Citizens Present:** None

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

**Citizen Comments:** none

### **Consent Items**

1. Approval of April 13, 2023 minutes
  - a. A motion to approve with no amendments or corrections was made by M. Harrell and seconded by J. Torres with unanimous approval.

### **New Business**

1. Consideration and review of the proposed FY23-24 Kyle Public Library Budget.
  - a. The Board reviewed and discussed the budget documents, including whether the \$16,000 for the Book Mobile includes insurance coverage. C. Tierney will inquire.

### **Continued Business**

1. Consideration and possible action on the Interlibrary Loan Policy.
  - a. S. Copeland requested projector to review and make edits as necessary.
  - b. The Board reviewed and agreed to pend item until Council addresses the discrepancies in the Code.
  - c. S. Copeland provided updates on the issue of approval of policies resting with the Board or the Council and its impact on actions that may be taken.
  - d. C. Thompson made a motion to table the Interlibrary Loan Policy and M. Landrum seconded with unanimous approval.
2. Consideration and possible action on the Collection Development Policy.
  - a. The Board discussed recommended revisions to the policy and the Citizen's Request for Reconsideration Form, including standardizing terminology across policy documents, itemizing criteria, and revising language to enhance clarity and ensure accuracy.
  - b. S. Copeland made a motion to submit the Collection Development Policy as amended to the Kyle City Council for approval under the current ordinance structure for consideration in a June 2023 meeting. M. Harrell seconded the motion with unanimous approval.
3. Library Director's Report.
  - a. C. Tierney informed the Board about Cara's upcoming retirement on 6/30/23 after 12 years of service. C. Tierney is working on a job description to post this vacancy.
  - b. C. Tierney shared information about past and upcoming library programs, the book sale, professional development, Asian American Pacific Islander events, and a Bookspring poster.

4. Friends of the Kyle Public Library Report

- a. C. Tierney provided an update on behalf of the Friends of the Kyle Public Library.
  - i. C. Tierney reported positive outcomes, a new manager, electrical and remodeling being done, and 4 additional literacy computers provided by the Friends of the Kyle Public Library.

5. **Announcements, Informational Items, and Next Meeting**

- a. Next meeting business
  - i. S. Copeland requested that C. Tierney send the next policy to review.
  - ii. S. Copeland requested that C. Tierney provide any resources on AI for educating the board on the topic.
- b. The next meeting will be held on Thursday June 8, 2023 at 7:00 pm
  - i. The July meeting may need to be rescheduled to a different date as C. Tierney will be on vacation. Board to bring calendars to June meeting to discuss possible dates.

6. **Meeting Adjourned**

- a. Meeting adjourned at 8:50 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.

  
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Spencer Copeland, Chair

  
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Jessica Robinson, Secretary