



## City of Kyle, Texas

### *Kyle Public Library Advisory Board*

Meeting Date: 6/8/2023

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 7:01 pm.

**Citizen Comments:** none

#### **Consent Items**

1. Approval of May 11, 2023 minutes
  - A motion to approve with no amendments or corrections was made by M. Landrum and seconded by C. Thompson with unanimous approval.

#### **New Business**

1. Consideration and possible action on Library Card Procedures
  - C. Tierney shared current practices related to card procedures and a history of the current document.
  - The board posed clarifying questions regarding the current policy and then began outlining the types of cards that may be available at the library.
    - J. Torres noted the importance of defining terms including *patron* as the board moves forward in reviewing policies.
  - A motion to table the Library Card Procedures business was made by S. Copeland and seconded by J. Torres with unanimous approval.
2. Consideration and possible action on the Circulation Policy.
  - A motion to table the Circulation Policy business was made by S. Copeland and seconded by C. Thompson with unanimous approval.
3. Discussion on future policies for consideration.
  - S. Copeland outlined a proposal for future consideration of policies using subcommittees for reviewing and drafting proposed changes to policies. The board agreed with the proposed process and divided into working groups.

#### **Continued Business**

1. Consideration and possible action on Interlibrary Loan Policy.
  - No action was taken on this agenda item.
2. Consideration and possible action on the Collection Development Policy.
  - S. Copeland shared updates on possible ordinance changes.
  - S. Copeland made a motion to submit the Collection Development Policy as approved on June 8 to City Council for consideration in a July 2023 meeting under the current ordinance. The motion was seconded by C. Thompson with unanimous approval.
3. Library Director's Report.
  - C. Tierney shared updates on the Summer Reading Program, including high participation numbers and donation of prizes by the Kiwanis Club, noting that numbers are back up to those of 2019. Other updates include the addition of new

study carrels, purchase of art panels, future participation in Kyle Market Days, and potential small changes to fees.

4. Friends of the Kyle Library Report.
  - No report was shared.

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

1. Consideration of potential rescheduling of the July 2023 meeting.
  - The next meeting will be on July 6, 2023 at 6:00 pm.
2. Subcommittees should have policy drafts prepared by June 30.
  - i. M. Landrum will work on definitions.
  - ii. J. Robinson and J. Torres will work on the Library Card Policy.
  - iii. C. Thompson and M. Harrell will work on the Circulation Policy.
3. M. Landrum will represent the board at the City Council meeting on June 20 and J. Robinson will attend as well.

**Meeting Adjourned**

- Meeting adjourned at 8:27 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