



City of Farmers Branch

Minutes

Library Board

The Manske Library
13613 Webb Chapel
Farmers Branch, TX 75234

Thursday, October 9, 2025

6:00 p.m.

Manske Library

Presiding: Kristen Hansen

Present: Kathy (Lee) Alvoid, Zechariah (Zech) Thompson, John (Paul) Giolma, Stacey Baker, Neil Thomas, Dawn Calzada, Paul Shultz, Hayden Gray

City Representative: Tracie Kreighbaum (Library Director), Robert Diaz (Parks and Recreation Director), Tara Bradley (Parks and Recreation), Sue Considine (LS&S)

A. CALL TO ORDER

Kristen Hansen, Chair, called the meeting to order at 6:07 PM on Thursday, October 9, 2025.

B. CITIZEN COMMENTS

There were no members of the public wishing to address the Library Board.

C. AGENDA ITEMS

C.1 TMP-5249 Consider approval of minutes for the September 11, 2025, and take appropriate action.

Zechariah (Zech) Thompson made a motion to approve the minutes of September 11, 2025. The motion was seconded by Stacey Baker. Motion carried.

C.2 TMP-5250 Receive Trustee Report.

Kathy (Lee) Alvoid and Paul Shultz presented the Trustee Report. Discussion included:

- Library Policies in Public Schools: Districts have some procedures in place for materials review law but waiting for the Texas Association of School Boards for sample policy. Discussed challenges with reviewing materials. - Link to parental guidance and reconsideration forms included.
- Librarian Mentorship Programs: Texas Library Association offers mentorship for new librarians. Farmers Branch Manske has the benefits of being part of LS&S for staff development and collection management support.
- Library Program Highlight – “PowerPoint Parties.” Shared example of libraries hosting PowerPoint-based creative events. Events build presentation and media literacy skills among youth and adults.
- National Friends of Libraries Week from ALA October 19-25. Discussed reestablishing the Friends group for the library. Prior paperwork remains but volunteers are needed. The Friends group could support fundraising and programming.

- Cybersecurity and Ransomware Prevention: Discussed cybersecurity protocols and training. LS&S and Farmers Branch require training. Farmers Branch conducts phishing “tests” for employees.

C.3 TMP-5251 Receive Patron Feedback.

Updated feedback was distributed and discussed, including:

- Reviewed ongoing noise complaints. Staff referred patrons to quiet study rooms. Consideration of acoustic art panels or plexiglass extensions as solutions.
- Discussion on the importance of libraries as community centers.
- Concern expressed over reduced classic titles in the collection. and the labeling of foreign-language materials. Staff are coordinating with schools to align with curriculum reading lists.

C.4 TMP-5252 Discuss the annual Jolabokaflod Book Drive.

- Discussed annual Jólábókaflóð (“Christmas Book Flood”) book drive to benefit local medical center patients. A three-member subcommittee to oversee the collection and sorting. Books to be sorted by audience and condition before delivery.
- Volunteers for the subcommittee: Paul Shultz, Dawn Calzada, and Hayden Gray. Other board members may assist with sorting and delivery as availability allows.

C.5 TMP-5253 Receive an update from board members on programs, events, or facilities attended in the City of Farmers Branch.

- Kathy (Lee) Alvoid and Stacey Baker reported on participation in recent and upcoming city events.
- Halloween in the Park and Christmas Carnival: The City’s Events Advisory Committee encourages cross-board participation. Volunteer roles include guest services, Santa line management, QR code survey distribution, and assisting with children’s games and activities. Events will also include performances by local schools, “Santa on the Move,” and “Pancakes & Pajamas” at the Rec Center.
- Future plans include early planning for the March multicultural festival.
- The library will participate in story time sessions at Halloween and Christmas events.

C.6 TMP-5254 Receive Library Director’s Report.

Tracie Kreighbaum provided the report. Discussions included:

- Attendance has risen significantly in 2025 compared to 2024. All categories have increased except adult programming, which dipped by only 1%.
- Young Adult programming grew nearly 300%, attributed to a new teen librarian and improved marketing including enhanced advertising through newsletters, Facebook, and the Branch Living activity guide has broadened reach.
- Notable recent programs included Emergency Management 101, Sticky Fingers Cooking Class, and Innovation Zone training (all well-attended).
- Library Associate Rachel Asselta featured on UNT’s “Mind Spark” podcast to promote the Innovation Zone.
- Upcoming events: Paint-Along, Trick-or-Treat at the Historical Park, outdoor story times, and holiday craft sessions.

C.7 TMP-5255 Receive Library Calendar of Events.

- Reviewed October through December programming schedule.
- Noted the addition of more arts-based and creative programs for adults, such as painting and drawing.
- Discussed potential for adding holiday card-making workshops using the Cricut in the Innovation Zone.
- Board members are encouraged to attend and support events when possible.

C.8 TMP-5256 Discuss agenda items for future Library Board meetings.

- Friends of the Library re-establishment progress.
- Jolabokaflod subcommittee activities.
- Continued patron feedback on programs and noise management.
- Next meeting: November 13, 2025. No meeting scheduled for December. Tentative January meeting: January 8, 2026.

D. ADJOURNMENT

John (Paul) Giolma made a motion to adjourn the meeting. The motion was seconded by Stacey Baker. The motion was carried. The meeting adjourned at 7:05 PM.

Chair

Staff Liaison