



City of Farmers Branch  
Minutes  
Library Advisory Board

Farmers Branch  
Manske Library  
13613 Webb Chapel  
Farmers Branch, TX  
75234

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Thursday, November 14, 2024

7:00 pm

Manske Library

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## Regular Called Meeting called to order 7:00 PM

**Presiding:** Kristen Hansen

**Present:** Kathy (Lee) Alvoid, Stacey Baker, John (Paul) Giolma,  
David Solly, Zechariah Thompson

**Absent:**

**City Representative:** Heather Fuller (Library Director)  
Tara Bradley (Parks Department)

### B. CITIZEN COMMENTS

No citizen comments

### C. AGENDA ITEMS

#### 24-883 Consider approval of minutes for October 10, 2024, and take appropriate action

Three corrections were motioned, two spelling errors and one grammatical error to be fixed. Motion by David to approve minutes with revisions, Lee seconds, all approved, motion carried.

#### 24-884 Review the library board calendar and meeting times and take appropriate action.

The library's new operating hours are going into effect on December 2; adjustments are needed for Library Board meeting times. The library board calendar was reviewed, and dates were confirmed. Lee motioned to accept dates as listed and adjust as needed, moving dinner to 5:30 PM and meeting to start at 6:00 PM. Paul seconds, all approved, motion carried.

#### 24-885 Receive Trustee Report

Lee presented the trustee report with three topics: Book Club Support, Montgomery County Book Reclassification, and Austin Libraries Book Van.

- Irving public libraries offer book club support, including staff-led discussions, book club kits, and book club management tools. The tool kit includes a resource link to <https://bookclubs.com/>, which has resources and guidance on managing book clubs for patron-led book clubs. Farmers Branch currently has two active book clubs with patrons.
- A citizen committee in Montgomery County, Texas, reclassified a research-based nonfiction book about Native American History, Colonization, and the Wampanoag Story as fiction. County officials reversed the citizen committee's decision and dissolved the committee. Lee's lesson is that the library board has the responsibility to make decisions that are in the best interest of the population it serves.
- Austin, Texas, has launched a new book van donated by the Assistance League of Austin, a comparable organization to the local Civic League in the Farmers Branch area. The target audience is school-age children with the summer reading books recommended by the school districts. The van will rotate through the different age groups to provide a larger audience.

One final comment by Lee was that Georgia Clinton won the "Golden Shovel Poetry" Award from the Texas Poetry Society. It is one of the hardest poetic structures and Georgia credits the Farmers Branch Poetry

classes as being instrumental in her success.

#### **24-886 Receive Patron Feedback**

No patron feedback from online sources. Board members were not approached by patrons this cycle.

#### **24-887 Library Director's Report**

Voting is complete; there was an overwhelming turnout this election cycle, resulting in several thousand library visits. October saw 22,122 visitors, 13,852 physical items were checked out, and 203 new cards were issued.

Library staff participated in Haunts and Houses at the Historical park, which had an estimated 1,000 attendees. Upcoming events include, on November 25, 2024, a Carter Blood Drive between 11 AM and 4 PM. Registration for the 2nd annual tiny art show will begin on December 2 through January. It is an adult program with teen involvement; 40 items were displayed last year. On November 20, a Paint Night for adult craft program will include a tie-in with the tiny art show. Teen Advisory will meet on December 10 for the first time. Teens between 13 and 18 are encouraged to participate. Santa and Cookies will be on December 18 between 5 PM and 7 PM.

The library will be closed for the following dates:

11.28.2024 – 11.29.2024 Closed for Thanksgiving Holiday

12.24.2024 – 12.25.2024 Closed for Christmas Holiday

12.31.2024 – Closing at 5:00 PM for New Year's Eve

01.01.2025 – Closed for New Year's Day

#### **24-889 Review City Council Presentation from November 12, 2024**

Kristen and Heather presented five topics for the annual update at the City Council meeting on November 12, 2024. Library visitation is up 14% from 2023, circulation usage is up 15% from 2023, and a 7% increase in new patron accounts from 2023. Farmers Branch continues to grow, and we are seeing a demand in library usage. The Farmers Branch library users are located in the main suspected areas of Farmers Branch city. However, 23% of the activity is from Carrollton City residents who can check out physical materials with a reciprocity account. And 7% is from the Tex-Share program run through the Texas Library and Archives. This has expanded the patron map to include a larger area, including several Dallas neighborhoods, and it continues to grow on the west and east of Farmers Branch. The innovation zone continues to grow; it opened on June 1st and has seen many patrons use it. Library Program attendance is at 14,021 for the last year. This has included several addresses throughout the Dallas Fort Worth Metroplex. These addresses are only provided by the waivers that the library keeps for the programs and does not include all the programs that the library hosts. A review of the future programs and new library hours of operation were also provided. These programs included such events as "Firefighters are Friends" and "Santa and Cookies."

At the direction of the Mayor and the city representatives, they had several questions for the Library board.

- David Reid asked if there were story times that would be volunteer-led. Leaders were informed regarding the opportunity for the program "Leaders are Readers," with City representatives such as the mayor, council, fire chief, and police chief reading a book to patrons about a book that is meaningful to them. This is scheduled to start in the new year.
- Roger Neal asked about a bookmobile. The library shared its 2045 proposal for including a bookmobile with enthusiasm from Mayor Lynn, who recommended the library put together a budget proposal in the new cycle. Farmers Branch already has a fleet of cars that are being maintained; it would require an update to the contract.
- Mayor Terry Lynne asked if the library's Spanish as a Second Language program would be returning. The library is currently looking for a teacher to continue this program but has made efforts to continue it.
- Omar Roman asked regarding the Teen Advisory Board. Since the predecessor included city-level board participation, the library teen advisory board will be renamed better to fit the needs of teen involvement at the library.

#### **24-890 Review of Fine Free Proposal**

The library board reviewed the proposal to "Eliminate overdue fines on late items." Fines are different from Fees. Fines include only the money due on items late to be returned to the library. Fees are money owed for damaged or lost items. Fines paid contribute to the city budget, which has been, on average, \$4,000 in the past three years. In comparison, the library provides an estimated \$10,000 in printing items at the library.

An account is currently “blocked” from checking out additional physical items when the fines/fees reach \$30. 2,377 library accounts are presently blocked due to overdue fines, representing 10% of all library accounts. 80% of these accounts are Farmers Branch residents. The Texas State Library and Archives Commission and the American Library Association recommend purging accounts with over 3 years of inactivity from the system to prevent liability for maintaining patron’s personal information. Since 2011, when the system was last reset, there have been 10,332 accounts that have expired with a fine attached. 30% of these accounts are patrons who were charged while under the age of 17. These patrons cannot apply for a new library card or checkout items until this fine has been paid. In the meantime, their account cannot be closed due to the fine preventing the system from purging their information. Farmers Branch is currently one of only four libraries in the North Texas area that continue to charge fines. The benefits seen by other libraries in the North Texas area and beyond include increased patron participation from previously blocked accounts and increased library usage. There will be an action item for the next meeting to proceed with this proposal.

#### **24-891 Receive a report from the Jolabokafloð Sub-committee**

The library board received a report from the Jolabokafloð Sub-committee. The committee has reached out to Dallas Medical Center, and the hospital representatives will have to respond back; they are unsure if they will need any further books this cycle. Other donation recipients, including Metro Crest and Woven Clinic, were discussed as possible backups. The start date for the book drive will be November 25, the Monday before Thanksgiving, and will run through “Santa & Cookies.” On December 10 and December 19, there will be a volunteer opportunity to sort the books donated by the public to this drive. Counting will be done in two ways: the total number of books donated and the total number donated after sorting. December 20 is the proposed delivery date of the donated books, but we will need further clarification from Dallas Medical Center regarding the donation.

#### **24-892 Discussion of the annual Tear-jerker Movie Event**

Sub-committee creation will be deferred until the January meeting. The library board reviewed previous barriers, including planning and implementation. The request was made to Heather for a partnership in the Library Programs that would be developed in the spring to collaborate with the “teen advisory board” and possibly shift the focus to a drive instead of a one-time event.

#### **24-893 Discuss Agenda items for future Library Board Meetings**

The library board recommended the following topics to discuss at future meetings:

- Fine-Free Library Proposal
- Tearjerker Movie/Drive program
- Report on the status of hanging the library’s art
- Bookmobile funding proposal

#### **D. ADJOURNMENT**

David moves to adjourn the meeting; Lee seconds, all in favor, and the motion carries.  
The meeting adjourned at 8:13 PM.

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Chair

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Recording Secretary