

# CITY OF MANSFIELD

*104 South Wisteria  
Mansfield, TX 76063  
<http://www.mansfield-tx.gov>*



## **Meeting Minutes - Final**

**Wednesday, February 10, 2010**

**6:00 PM**

**Community Room**

**Mansfield Public Library Advisory Board**

1. **CALL TO ORDER**

*President Evans called the meeting to order at 6:00 p.m.*

*Members present: Suzonne Evans, Cindy Gray, Sherri Chambers, Janice Knight, Bobby Quinten and ex officio Paula Highfill. Kelly Campbell arrived at 6:25 p.m. having notified the board in advance that he would be delayed.*

*Members absent: Judy Lee*

*Library staff present: City Librarian Steve Standefer and recorder Dorothy McGuinness.*

2. **APPROVAL OF MINUTES**

*Sherri Chambers moved to approve the minutes of the November 11, 2009, meeting, seconded by Janice Knight. Passed 5 - 0.*

3. **CITIZEN COMMENTS**

*President Evans welcomed City Council member Darryl Haynes and Community Services Director, Shelly Lanners.*

4. **CITY LIBRARIAN'S REPORT**

*Friends of the Library. Friends President Paula Highfill reminded the Board of the upcoming North Texas Conference for Library Supporters program, "The Future of Libraries" to be held at the Lockheed Martin Recreation Center in Fort Worth on Saturday, February 13th. Advance registration was still open for \$15; \$20 at the door. A carpool would be leaving the library at 8:00 a.m. on Saturday for all interested.*

*Ms. Highfill reported that the Mansfield Reads event is in high gear with everyone really excited about the author. She noted that sponsorship and fund-raising are lacking due to the economy and encouraged members to contact her or fund-raising chair Carlon Cloud with sponsorship leads and about opportunities to advertize.*

*North Texas Conference for Library Supporters-The Future of Libraries – Saturday, February 13, 2010. City Librarian Steve Standefer remarked that this was the 2nd annual North Texas Conference and was an excellent opportunity to meet other libraries' board members, Friends members, libraries' staff and library supporters. He encouraged all board members to attend this interesting, fun, all-day Saturday event at the Lockheed Recreation Center.*

*Follow up from November meeting – Councilman Haynes. City Councilman Darryl Haynes thanked all who e-mailed or sent letters to council. The library's needs were ranked number two before council, however council members have delayed going to the public with a bond election for one year. Mr. Haynes noted that the council takes items to the citizens if they think they will pass. If the city decides to put the bond on the agenda, November 2011 may be the time frame that the council will present the bond to the citizens of Mansfield. Councilman Haynes reiterated that the Friends of Mansfield Public Library would need to step up their advocacy of the library to "sell" this bond to the citizens. He plans to keep the Board and the Friends well informed of any developments as his involvement with the library bond process will be "big."*

*Mr. Standefer thanked Councilman Haynes for coming and updating the Board.*

*Interim planning – services and facilities – David Price. Mr. Standefer reported that the library has entered into an agreement for the rest of the fiscal year with library consultant, David Price of Averus Corporation. Mr. Price noted that very detailed planning work was done approximately two years ago, but now that the economy has changed considerably, the need to review is paramount to be sure that the library has the best planned approach.*

*Mr. Price outlined the scope of services provided in his contract for the remainder of FY10 and will come to Board meetings from time to time to report and update. He noted that the nature of the work this time would be more of an operational nature than the previous, and may not necessarily require as active participation from the Board as the last project.*

*Mr. Standefer commented while waiting for the economy to recover and until the council and city manager get comfortable with when the library can start an expansion, the library would use this as a bridge plan, making sure to get the most out of the library facility that currently exists. It is time to maximize this building with the understanding that it will have to serve for several years to come. Mr. Price stated that the library is valuable to the community. The plans are for gearing towards efficiency in operation and using the facility to its max. He reiterated these are still exciting times in the library world and the critical need is to stay in the planning stages in the interim so that the library is well-prepared for the future.*

*Next meeting. The next meeting will be Wednesday, March 10, 2010, at 6 p.m. in the Community Room.*

*Ms. Evans asked Mr. Price if the Board would be a part of the process and whether he would be meeting with them again next meeting. Mr. Standefer clarified that at this point, it is a repurposing procedure. Consultant Price will be working directly with the City Librarian, Steve Standefer and Community Services Director, Shelly Lanners, who in turn would report directly to the city manager's office. At times, Mr. Price may be asked to bring certain items before the Board, but not at this point. Mr. Price added that it is a discovery process, looking at operational points that are staff friendly. Mr. Standefer reiterated that it is an operational process so the Board may not be as directly involved in the planning process as it was two years ago, but the immediate goal of the library is to be user-friendly and staff-friendly while running short-handed with a static budget. He further noted that the Library Board will be kept in the loop. Mr. Price stated that the technology route is critical to look into.*

*The 2004 Library bond referendum was for library improvements and expansion. These bonds of approximately \$1.5 million have never been sold. Mr. Standefer stated that the purpose is to make this building as technology cutting-edge as possible which would also lessen staffing needs. He sighted the example of RFID technology. Sherri Chambers asked if activating the 2004 Library Bond requires City Council approval and Mr. Standefer answered yes. Suzonne Evans asked whether library improvements that did not necessarily included expansion of the building would be possible with 2004 bond funds. Mr. Standefer replied that there would have to be a re-reading of the of the bond referendum to determine if such a use would fit. Ms. Evans also remarked that grant funding may be a possibility and noted that in the past Mr. Standefer had been very successful in securing various grants.*

*Mr. Standefer commented that the public library in Rowlett, TX. serves a population similar in size to Mansfield in a library building of 15,600 sq. feet, a size similar to our programmable library space, and has circulation on par with ours, but operates 7*

*days per week with a staff of 16 FTE. The staff at Mansfield Public Library numbers 8.9.*

**5. BOARD MEMBER COMMENTS**

*Suzonne Evans announced the opening of a new library in Keller, TX. Mr. Standefer noted that Keller had actually decided to go back to the same building, but expand it to nearly double the size, using bonds that were sold prior to the downturn of the economy. The city of Keller is smaller than Mansfield but the community is the same type.*

*Janice Knight inquired about mentioning the need for library volunteers in the Mansfield News Mirror "Volunteer Opportunities" section. Mr. Standefer noted that it was addressed under the "At the Library" article that appears each week, but that he would check further. He stated that last year we had 2,700 volunteer hours at a value of \$10/hr. Suzonne Evans mentioned an article in the paper addressing how busy the library is and how helpful a resource it is to the community. She also stated that parking is always at a premium when she comes to the library.*

**6. ADJOURN**

*There being no further business, President Evans adjourned the meeting at 6:34 p.m.*

**CERTIFICATION**

All meetings of the Mansfield Public Library Advisory Board and its committees are open to the public.

I certify that this agenda was posted at the main entrance and on the web site of the Mansfield Public Library by 5:00 p.m., Friday, February 5, 2010 , in accordance with City policy.

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Steven R. Standefer, MLS  
City Librarian