



**LIBRARY BOARD MEETING**  
**BETTY WARMACK LIBRARY - EMPOWER ROOM, 760 BARDIN RD.**  
**MONDAY, JUNE 28, 2021 AT 6:00 PM**

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**AGENDA**

**CALL TO ORDER**

**AGENDA ITEMS**

*Citizens may speak on any item on the agenda.*

- [1.](#) Approval of Minutes – May 24, 2021
- [2.](#) Special Needs Programming
- [3.](#) Circulation and Door Count Report
- [4.](#) Diversity Audit
- [5.](#) Friends of the Library Update

**CITIZEN COMMENTS**

Citizens may speak during Citizen Comments for up to five minutes on any item not on the agenda by completing and submitting a speaker card.

**ADJOURNMENT**

*The Grand Prairie Libraries is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-5718 or email Cathy Le at [cle@gptx.org](mailto:cle@gptx.org) at least three (3) business days prior to the scheduled meeting to request an accommodation.*

*Certification*

*In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Library Board agenda was prepared and posted June 22, 2021.*

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*Cathy Le, Executive Assistant*



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 06/28/2021

**REQUESTER:** Jennifer Walker, Library Services Manager

**PRESENTER:** Jennifer Walker, Library Services Manager

**TITLE:** Approval of Minutes – May 24, 2021

**RECOMMENDED ACTION:** Approve

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**LIBRARY BOARD MEETING**  
**MAIN LIBRARY - EDUCATE ROOM, 901 CONOVER DR.**  
**MONDAY, MAY 24, 2021 AT 6:00 PM**

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## **MINUTES**

### **CALL TO ORDER**

*Chair Patsy Ray called the meeting to order at 6:02 p.m.*

### **PRESENT**

Patsy Ray, Chair

Stephanie Brown

Ann Chilton

Karen Eddlemon

Dana Jackson

Deinna Mims Johnson

Vanna Ngo

Dan Smith

Eric J. Smith

### **AGENDA ITEMS**

1. Approval of Minutes – February 24, 2020

*Dan Smith made a motion for approval of the February 24, 2020 minutes and Deinna Mims Johnson seconded the motion. The motion passed unanimously.*

2. Welcome New Library Board Members

*Chair Ray welcomed new board members Ann Chilton and Vanna Ngo.*

3. Summer Reading Club Plans for Summer 2021

*Library Services Supervisor of Programs Caitlin Milligan explained how the programs and reading logs would work this summer. The library will have several in-person programs, which will be outdoors. A select list of programs for children, teens and adults were discussed. Reading logs will be accepted starting June 1<sup>st</sup> for any reading already done. Prize levels were explained for children, teens and adults. All groups will use the same log. Several activities, such as attending programs, will also count toward time recorded on the logs. The goal of the program is to encourage all types of educational development and literacy.*

4. Personal Shoppers Service

*Library Services Supervisor of Process Jennifer Douglas presented information about the library’s Personal Shopper Program. This program allows customers to request for library staff to find materials for them based on input from the customer regarding their needs and interests. Customers can call or complete a form on-line. The Process staff uses these forms to pull the items meeting the customer’s criteria and then places those items on hold to be picked up at any of the Grand Prairie Libraries of their choice. The program was developed during the lockdown time period in order to give customers a chance to browse the collection through the expertise of staff. This is another method the library developed during the pandemic, which provided our customers the most complete library experience possible while the doors had to be closed for public use. Ms. Douglas presented statistical numbers to demonstrate the success of the program.*

5. Betty Warmack Parking Lot Expansion

*Library Services Supervisor of People Peter Sime presented photos of the expanded parking lot at the Betty Warmack Library. The parking lot has two more issues to resolve: the torch lights and a ramp from the Bardin Road sidewalk into the parking lot. Despite these remaining issues, the parking lot is available to the public for use and the work of this project should be completed by the end of June.*

**CITIZEN COMMENTS**

*There were no citizen comments.*

**ADJOURNMENT**

*There being no further business, the meeting was adjourned at 6:50 p.m.*

*The foregoing minutes were approved at the \_\_\_\_\_ Library Board meeting.*

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Patsy Ray, Chair

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Peter Sime, Library Services Supervisor of People



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 06/28/2021

**REQUESTER:** Jennifer Walker, Library Services Manager

**PRESENTER:** Ashley Wyche, Outreach and Special Projects Programmer

**TITLE:** Special Needs Programming

**RECOMMENDED ACTION:** None

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 06/28/2021

**REQUESTER:** Jennifer Walker, Library Services Manager

**PRESENTER:** Peter Sime, Library Services Supervisor of People

**TITLE:** Circulation and Door Count Report

**RECOMMENDED ACTION:** None

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 06/28/2021

**REQUESTER:** Jennifer Walker, Library Services Manager

**PRESENTER:** Jennifer Douglas, Library Services Supervisor of Process

**TITLE:** Diversity Audit

**RECOMMENDED ACTION:** None

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 06/28/2021

**REQUESTER:** Jennifer Walker, Library Services Manager

**PRESENTER:** Jennifer Walker, Library Services Manager

**TITLE:** Friends of the Library Update

**RECOMMENDED ACTION:** None

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