



225 Cedar St, Cedar Hill, TX 75104  
Ph. 972-291-7323  
ZULA B. WYLIE PUBLIC LIBRARY  
[www.cedarhilllibrary.org](http://www.cedarhilllibrary.org)

## AGENDA

**ZULA B. WYLIE PUBLIC  
LIBRARY BOARD**  
**Thursday, July 30, 2020**  
**6:00 pm**

- I. Call meeting to order.
- II. Approve minutes from June 2020 meeting.
- III. Status Report on Library Operations.
  - COVID-19 Operational Procedures
  - Summer Reading Challenge
  - Joint Meeting Update
- IV. Friends Report.
- V. Adjourn.

I certify that the above copies of notice were posted at the Zula B. Wylie Public Library and Cedar Hill Government Center in accordance with the Texas Open Meetings Act on the 24<sup>th</sup> of July 2020.

*Correne Constantino*

Correne Constantino, Library Executive Secretary

### **SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE**

In accordance with an Order of the Office of the Governor issued on March 16, 2020, the Zula B. Wylie Public Library Board for the City of Cedar Hill, Texas will conduct a Meeting by telephone conference at 6:00pm July 30, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic. This is an open meeting conducted by telephone conference. There will be no public access to a physical location.

**To submit public comments, visit [cedarhilltx.com](http://cedarhilltx.com). All public comments submitted by 4pm on July 30, 2020 will be provided to the board members and entered into record for the meeting.**

Options for public access to the meeting:

Via Phone: Dial 1-346-248-7799 or toll-free 1-877-853-5247  
Meeting ID #: 864 9036 5021

Password: 104050

**A recording of the telephonic meeting will be made available to the public in accordance with the Open Meetings Act upon written request.**

**This written notice, the meeting agenda and the agenda packet are posted online at [www.cedarhilltx.com](http://www.cedarhilltx.com)**

**MEETING OF THE  
ZULA B. WYLIE PUBLIC LIBRARY BOARD  
MINUTES  
Thursday, June 25, 2020  
6:00pm**

The Zula B. Wylie Public Library Board met Wednesday, June 25, at 6:00 p.m. via Zoom.

**Library Board Members Present:** President Christine Benson, Vice-President Mary Sadousky, Lee Ruth Bryant, Elaine Cook, Traphene Hickman, Jackie Moore, Mary White, and ex officio members: Lisa Cerovsky, Kenneth Prettol, and Jazmine James.

**Library Board Members Absent:** Dennis Brock and ex-officio members Janette Mehl.

**Library Staff Present:** Manager of Library Services Aranda Bell, Executive Library Secretary Correne Constantino

**I. Call the meeting to order.**

The meeting was called to order by President Christine Benson at 6:02 p.m.

**II. Approve minutes from May 2020 meeting.**

Minutes May 2020:

Elaine Cook moved to accept minutes with a second by Mary Sadousky. All approved the motion.

**III. Received update on library – COVID 19 Procedures**

Aranda began her update with gratitude for the board! She thanked everyone for their support and for being ambassadors of the library. Ms. Bell reviewed the highlights of June including our Summer Reading Kickoff on June 6; the opening of the library to the public on June 1; and reviewed the CDC guidelines that staff and patrons are following. A reminder of our new Summer Reading website ([www.cedarhilltx.com/read](http://www.cedarhilltx.com/read)) was given as well as encouragement to join the One Book, One Community book discussion. Aranda also mentioned that our catalog is being cleaned up as we are planning to move to Koha later this fall (a move from Polaris system).

After the update there were a few questions. Ms. Moore asked for clarification on Koha and how it is different from Polaris. Aranda explained that there will be a lot more information to come, but a major benefit is how user friendly this software is. Jackie asked that the city attorney be sure to review before proceeding.

Ms. Traphene also wanted to verify that hand sanitizer (and hand washing) is available for patrons. Ms. Bell let the board know that there are many sanitizer stations throughout the library and the bathrooms are also open for public use.

#### **IV. Neighborhood Walk**

Saturday, June 27<sup>th</sup> is the Neighborhood Walk – hosted by the Cedar Hill Police Department. The library will participate and share Yard Signs as well as books to the community of Hill Crest.

#### **V. Summer Reading Challenge**

June 6<sup>th</sup> was the Summer Reading Kickoff! Over 200 families have signed up for the Beanstack app and have begun participating in the challenge. Ms. Bell encouraged all board members to sign up and continue to help spreading the word about our Summer Reading events as well as signing up for the app, Beanstack. Ms. Bell also shared the varieties of programs that are a part of our Summer Reading Challenge.

#### **VI. Library Friends Report**

Elaine Cook shared that the donation check for \$5,000 was given to the library, as well as giftcards for the staff (for Chick-fil-a). Ms. Cook registered the Friends of the Library to be a part of North Texas Giving Day in September of this year.

#### **VII. Adjourn.**

Christine Benson moved to adjourn at 6:38pm. Traphene Hickman seconded the motion. Motion was approved by all.

Respectfully submitted,

---

Correne Constantino, Executive Library Secretary

---

Christine Benson, Library Board President

**ZULA B. WYLIE PUBLIC LIBRARY**  
**2019-2020 BOARD ATTENDANCE**

Member		AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
	Term Expires												
Benson, Christine	2020	P	P	P	P		A	P		P	P	P	
Brock, Dennis	2021	P	P	P	P		P	P		P	P	A	
Bryant, Lee Ruth	2021	P	P	P	P		P	P		P	P	P	
Cook, Elaine	2021	P	A	P	P		P	P		P	P	P	
Cummings, Latasha	2020	P	A	A	P								
Hickman, Traphene	2020	A	A	A	P		P	P		P	A	P	
Moore, Jackie	2020	P	A	A	P		P	P		P	P	P	
Sadousky, Mary	2021	P	P	P	P		P	P		P	P	P	
White, Mary	2020	A	P	P	P		P	A		P	A	P	
Cerovsky, Lisa (ex officio)	2020	P	P	P	P		P	A		A	P	P	
James, Jazmine (ex officio)	2020	P	P	P	A		A	P		A	P	P	
Mehl, Janette (ex officio)	2020	P	P	P	P		P	P		P	P	A	
Prettol, Kenneth (ex officio)	2020	P	P	P	P		P	A		P	A	P	

## Snapshot of Library Services during COVID

<b>Library Visits</b>					
Total Visits	73	daily average			
<b>Circulation</b>					
Print	10,259	Avg. per month (Mar-June)			
E-Collection	6,108	Total checkouts			
New Library Cards	363				
<b>Summer Reading Program</b>					
Children registered	163		Teens registered	18	
Children minutes	53,215		Teens minutes	12,465	
Children badges	990		Teens badges	73	
Adult registered	86				
Adult minutes	30,059				
Adult badges	333				

## Virtual Programming

Summer Reading Kickoff  
 Family Fun  
 Feel Good Friday  
 Virtual Yoga  
 Toddler Storytime  
 Baby Storytime  
 Pre-School Storytime  
 Heroes and Helpers Storytime  
 Crafternoons  
 Big Machines Expo  
 Singing Zoologist  
 Mad Science  
 Lucas Miller  
 Musician Mark Shelton  
 Storyteller Toni Simmons

Mr. Will – Summer Finale  
 Virtual Adult Bookclub  
 Creative Moments (Adult)  
 Spoken Word (Adult)  
 Virtual Comedy Show (Adult)  
 Virtual Coffee and Conversation (Adult)  
 Toastmasters Interest Mtg. (Adult/Teen)  
 Spoken Word (Teen)  
 Math Tutoring (Teen)  
 Trivia Night (Teen)  
 Netflix Watch Party (Teen)  
 Tween Book Club  
 Tween Mondays  
 Cursive Club (Tween)  
 Tween Summer Scientist