Wylie Library Advisory Board Regular Meeting

July 27, 2026 – 7:00 PM
Council Chambers - 300 Country Club Rd., Bldg. 100 Wylie, TX 75098

CITY OF WYLIE

CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address the Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. The Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, the Library Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Consider, and act upon, approval of June 22, 2026 Meeting minutes.

REGULAR AGENDA

1. Nominate and motion for Chair

2. Nominate and motion for Vice-Chair

WORK SESSION

WS1. Staff Spotlight: Libby Villegas, Teen Services Librarian

WS2. Board Policy Review for 2026- 2027 session

WS3. Friends of the Library update

WS4. Review monthly report

WS5. Review Upcoming Programs August 2026

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on July 21, 2026 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary *Date Notice Removed*

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:
§ 551.071 – Private consultation with an attorney for the City.
§ 551.073 – Discussing prospective gift or donation to the City.
§ 551.076 – Discussing deployment of security personnel or devices or security audit.

Library Advisory Board

Minutes
In-person Meeting
June 22, 2026 – 7:00 p.m.
Council Chambers

CALL TO ORDER

Announce the presence of a Quorum.

Justin Strauch called the meeting to order at 7:00 p.m. The following Library Board members were present: Justin Strauch, Mallory Morris, Toshia Kimball, Sarah Sponsel, Zachary Todd, Monica Munoz, Brian Ortiz & Ofilia Barrera Board Liaison.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.
No citizens were present at the meeting.

CONSENT AGENDA

A. Consider, and act upon, approval of March 23, 2026 Library Advisory Board Meeting minutes.

Board Action:
A motion was made by Zachary Todd, seconded by Monica Munoz, to approve the minutes as presented. A vote was taken and the motion passed 7-0.

REGULAR AGENDA

1. Consider, and act upon, updated Library Advisory Board Bylaws.

Board Action:
A motion was made by Monica Munoz, seconded by Brian Ortiz, to approve the Library Advisory Board Bylaws as presented. A vote was taken and the motion passed 7-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Staff Spotlight: Andrea Tyler, Youth Services Librarian.

Andrea Tyler shared her journey from a volunteer at the Smith Public Library to her current role as a Youth Services Librarian. She provided the Board with a description of the varied programs and book clubs available for the tween age group. She also gave insight into the curation process for the Youth Services portion of the collection.

WS2. Review monthly report AAG style for April.

Ofilia Barrera guided the Board through the AAG report covering March 12, 2026 through April 15, 2026 with attention given to the Stories of Impact and new staff members.

WS3. Review monthly report details for April.

The Board was offered time to look over the detailed data of the monthly report for April.

WS4. Review monthly report AAG style for June.

The Board reviewed the AAG style monthly report for June with a reminder from Ofilia Barrera that the data covered April 16, 2026 through June 10, 2026 for there was no Library Advisory Board meeting in the month of May.

WS5. Review monthly report details for June.

Ofilia Barrera provided the Board with the detailed data for June's monthly report while indicating the significant rise in some areas is attributed to summer break.

WS6. Update on recent partnerships.

Ofilia Barrera shared information concerning local partnerships benefiting the community: the Student Summer Feeding Program and Coffee that Cares.

WS7. Friends of the Library Update.

Ofilia Barrera provided an update on the customized outreach van, with photos, and described some events the van is being used for. The dates and times for the upcoming Friends of the Library Annual Book Sale were also given.

WS8. Review Upcoming Programs for July 2026.

Ofilia Barrera walked the Board through a list of upcoming programs, across all ages, for the month of July. The library's summer programs culminate on July 31st with Harry Potter's Birthday Party, a family program open to all.

ADJOURNMENT

After recognition of Toshia Kimball's 6 years of service on the Library Advisory Board, a motion was made by Justin Strauch, seconded by Toshia Kimball, to adjourn the meeting at 7:49 p.m. A vote was taken and the motion passed 7-0.

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Justin Strauch, Chair

Library Policies

Overview for LAB
July 2026 - June 2027





Board Responsibilities

All library policies are reviewed and approved by the Library Advisory Board (LAB).

Library policies are reviewed at least every five years or when a major change needs to be made due to legislation or other factors.

The Big Three

Collection Development (2023)

- Lays out parameters for purchasing materials for the library
- Includes guidelines for donations
- Reconsideration of materials

Meeting Room (2026)

- Provides parameters for Meeting Room Use
- Explains eligibility and reservation requirements
- Outlines fees for room use

Patron Behavior (2026)

- Outlines prohibited conduct
- Explains patron responsibilities
- Details supervision of children while in the library

Policies up for review in 2027

- 3D Printer Use Policy (March 2022)
- Animals in the Library (July 2022)
- Computer Use Policy (January 2022)
- Display and Exhibit (April 2022)
- Group Tour and Outreach Policy (February 2022)
- Study Room Policy (August 2022)

2026 - 2027 Meeting Dates

All meetings are held in the Council Chambers from 6:00 - 7:00pm.

August 24, 2026
September 28, 2026
October 26, 2026
No meeting in November
No meeting in December

January 25, 2027
February 22, 2027
March 22, 2027
April 26, 2027
May 24, 2027
June 28, 2027

Other Board Duties

- Serve as a liaison between and/or among the community, the governing body, and library management
- Advocate for library support promoting library services and programs
- Provide support for management initiatives and decisions

- Advise City Council on actions to take for the library
- Provide guidance and recommendations to library management
- Be familiar with the library and its policies and procedures

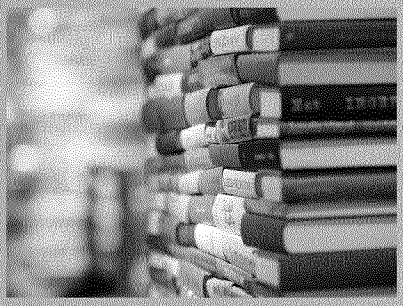
Questions?





Friends of the Library
SMITH PUBLIC LIBRARY

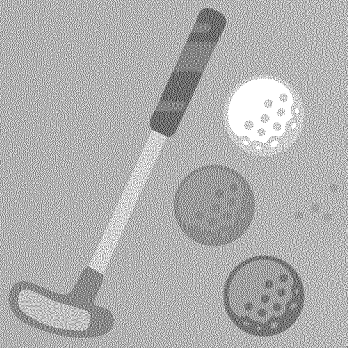
JULY 2026 UPDATE



Annual book sale total funds raised: $7,525.66

COCO SHRIMP™

Dine & Donate:
Thursday, July 23 - All day
Online orders code: GVBCK



Indoor Mini Golf:
Saturday, August 8,
6:00 - 9:00pm

Entry is $5.00 per person or $20.00 per household - whichever works best for you. All proceeds benefit the library.

Mini Golf Sponsors: JuztJaz, Shoemaker & Hardt, Turtle Bay Pediatric Dentistry, Brenda Byboth Realty, Witty Wick Candles, Premier Learning Center of Wylie, Wylie Flower & Gifts, Glen Echo Brewing, Ballard Boutique & Bakery, The Backyard, Goddard Schools, Rementus, Wylie Eye Center, and North Central Ford

50 Years
Smith Public LIBRARY

LIBRARY ADVISORY BOARD MONTHLY REPORT AT A GLANCE JULY 2026

DATE RANGE: JUNE 11 - JULY 15

76,775
TOTAL CHECKOUTS

28,701
LIBRARY VISITS

8,078
HOLDS PULLED

333
PEOPLE USED OUR DRIVE-THRU

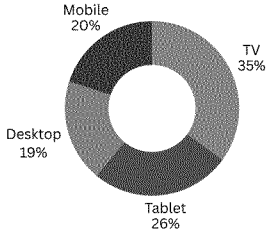
964
NEW CARDS ISSUED

9,376
LAUNCHES ON OUR APP

3,866
PEOPLE ATTENDED PROGRAMS

DATE RANGE: JUNE 2026

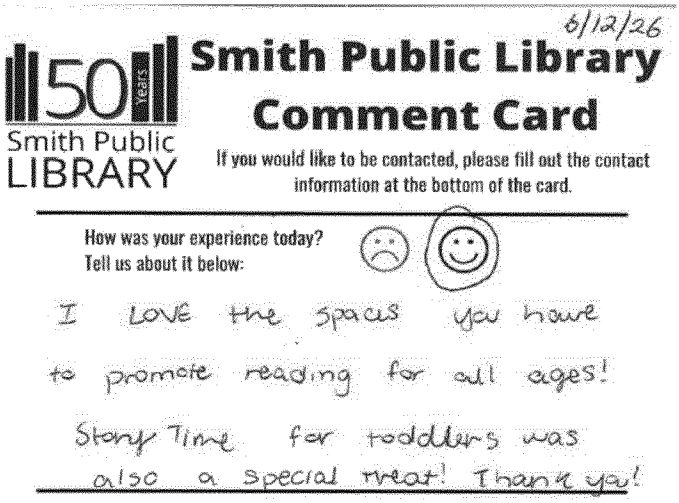
11,029
OVERDRIVE & HOOPLA CHECKOUTS (SPL ONLY)



569
KANOPY PLAYS

450
DATABASE SEARCHES/ LOG-INS

STORIES OF IMPACT:



6/12/26

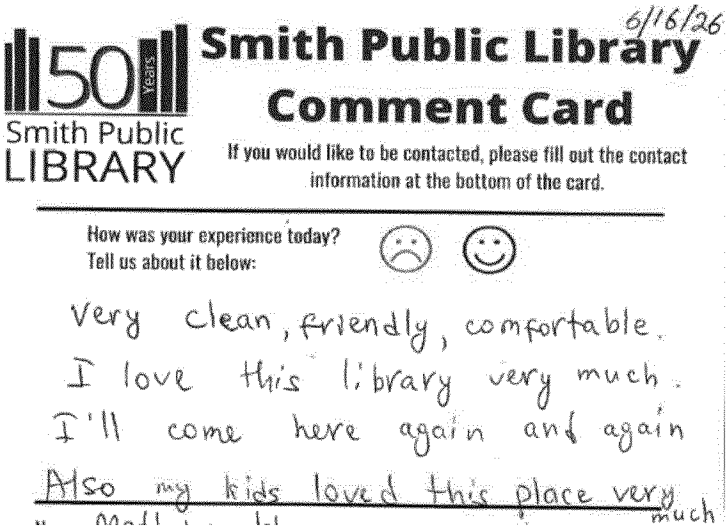
50 Years Smith Public LIBRARY

Smith Public Library
Comment Card

If you would like to be contacted, please fill out the contact information at the bottom of the card.

How was your experience today? Tell us about it below:

I LOVE the spaces you have to promote reading for all ages! Story Time for toddlers was also a special treat! Thank you!



6/16/26

50 Years Smith Public LIBRARY

Smith Public Library
Comment Card

If you would like to be contacted, please fill out the contact information at the bottom of the card.

How was your experience today? Tell us about it below:

very clean, friendly, comfortable. I love this library very much. I'll come here again and again Also my kids loved this place very much

crystal favre
Local Guide · 21 reviews · 11 photos

★★★★★ a day ago NEW

Wonderful library and amazing staff!

My support Harvey.
Local Guide · 198 reviews · 179 photos

★★★★★ 4 days ago NEW

Wish they had a scanner machine. But its a amazing library and staff is very helpful all the time.

Hover to react

Mohammed Aamir
Local Guide · 24 reviews · 5 photos

★★★★★ 5 days ago NEW

Staff is really good and welcoming. Visited school due to some issue withy daughters enrollment and they were already working on it.

ItsG
Local Guide · 40 reviews

★★★★★ 2 days ago NEW

Summer Hill
Local Guide · 219 reviews · 81 photos

★★★★★ 4 days ago NEW

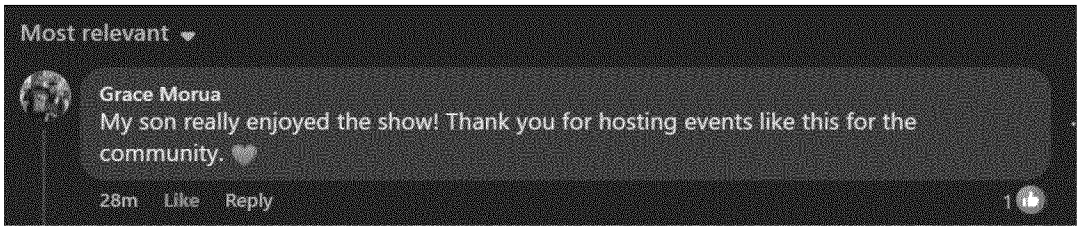
Quiet library full of life! They stay on top of newest releases and also will take requests for books they do not currently have in stock. Their calendars are full year round for all ages. The staff is so friendly and helpful!

STORIES OF IMPACT:

Danielle Clark
Local Guide · 21 reviews · 15 photos
★★★★★ 4 days ago NEW

ItsG
Local Guide · 40 reviews
★★★★★ a week ago NEW

I am writing to express my sincere appreciation for Ms. Megan. I was in a tough spot today when I realized I didn't have any coins to pay for my printing. Ms. Megan stepped in with incredible kindness and helped me cover the cost. Staff members like her make our library such a welcoming and helpful place.



Meeting/Training Highlights:

- 6/11/26 Ofilia and Lisa met w/Wylie Acting Group to discuss potential partnership
- 6/15/26 Lisa met with a representative from Kiwanis Club
- 6/16/26 Ofilia and Lisa attended the Friends of the Library meeting
- 6/18/26 Lisa gave tour to staff from Benbrook Public Library
- 6/18/26 Lisa attended Kiwanis meeting
- 6/22/26 Ofilia and Xcenia participated in the Library Advisory Board meeting
- 6/23/26 Ofilia attended the Board Member Reception and the City Council Meeting
- 6/24/26 Ofilia and Lisa met w/Harvard student about potential VR passive program
- 6/30/26 Weekly Admin Team Meeting
- 7/1/26 Ofilia and Lisa met w/Marketing Department to discuss projects for new intern
- 7/8/26 Ofilia,Lisa & Cheryl met w/HR & CSO to discuss volunteer applications for the library
- 7/8/26 Ofilia & Lisa tour & presentation for ICAN
- 7/9/26 Ofilia attended the Historical Society meeting
- 7/13/26 Ofilia gave library tour to new Board Member
- 7/14/26 Ofilia attended the City Council Meeting

Upcoming Library Programs - August 2026

Adults

Registration required for all programs. Registration begins two weeks prior to the event date.

ESL
Tuesday, August 4 @ 6 PM
Join us for a fun and engaging 6-week ESL class, where participants will learn basic English with a certified instructor. You will be required to take an assessment to determine a basic level of knowledge to ensure success in the classes. Adults 18 & up only. Registration required.

Booked on Fridays
Friday, August 14 @ 12 PM
Join us for engaging reads, good conversation, and loads of fun. Not already a member?
Copies of the book are also available on Overdrive & hoopla.
This month, join us for our annual planning meeting.

Third Tuesday Book Bunch
Tuesday, August 18 @ 1 PM
Social networking and a good book. Immerse yourself in a good story with friends. Discuss thrilling tales, mysterious manuscripts, and awe-inspiring adventures. Copies of the book will be available in large print and book on CD.
Horse by Geraldine Brooks

Learn to Play Mah Jongg
Tuesday, August 18 from 5:30 - 7:30 PM
Learn American mah jongg at this three-night, hands-on class taught by expert player Rae Wilson. Space is limited. Those interested must meet the instructor's prerequisites to register.
Registration opens August 4 at 10:00 AM

Conversational English
Thursday, August 27 @ 2:00 - 3:30 PM
Practice your English speaking conversation skills! Participants meet to practice speaking about everyday topics in a casual, supportive setting. Drop in whichever nights work for you.

Preschool
Storytime is on a break and will resume on Wednesday, September 9th.

Kids & Teens

Kids and teen programs are on a break until September.

Teen volunteer applications go live August 10 - 24, 2026.