

MINUTES
CITY OF DENTON
DENTON PUBLIC LIBRARY BOARD
Emily Fowler Central Library – November 10, 2025

After determining that a quorum was present, the Denton Public Library Board convened on Monday, November 10, at 5:30 p.m. The meeting was held at the Emily Fowler Central Library at 502 Oakland St., Denton, Texas.

PRESENT: Jean Greenlaw, Rebecca Fridley, Ellen Sullivan, Kerol Harrod, Patricia Peters, and Kathryn Pole

Also present: Jennifer Bekker and Marcella Lunn

1. PRESENTATION FROM MEMBERS OF THE PUBLIC

None.

2. ITEMS FOR CONSIDERATION

A. LB25-074

Consider approval of the minutes of October 13, 2025.

The Board accepted and approved the minutes. Rebecca Fridley motioned, Kathryn Pole seconded, all in favor.

B. LB25-070

The Board received an informational report regarding the Municipal Archive.

Archivist Matt Davis will provide an overview of the Municipal Archive located at the Emily Fowler Central Library.

The Municipal Archive was created in 2018 and houses unique materials from the City of Denton and items of local historical significance. The Municipal Archive processes and preserves historical documents and ephemera, organizes them, provides finding aids, and makes most items available for public access as in library use. Municipal Archive collections can be found through the Municipal Archive site that is available on the library's online catalog or <https://denton.lyrasistechnology.org/>.

Collection examples include:

- Parks and Recreation Department cemetery records, administrative records, visual media, audio media, printed materials, scrapbooks, and subject files for Water Works Park and the Denton Community Network.

- KDTN Channel 2 collection of internal documents and litigation documents related to licensing and construction permit agreements.
- Denton Centennial Collection of scrapbooks, memorabilia, printed materials, Centennial Group membership lists, photographs, and film.
- League of United Latin American Citizens (LULAC), Denton Council 4366 collection of organizational files, histories, visual media, audio media, and subject files.

C. LB25-068

The Board received an informational report regarding the Friends of the Denton Public Libraries.

Library staff presented funding requests to the Friends Executive Board at the October 9, 2025, meeting. The Board approved 2025 additional funding requests for the special \$25,000 donation made to the Friends and an additional \$5,000 due to their successful fundraising this year. The 2026 funding request was submitted and will be voted on at their January 8, 2026, meeting.

The Friends are preparing for their November 8 Big Book Sale. They have purchased new book bags with their new logo. They are working on several fundraising efforts for 2026. The Board also approved the 2026 meetings and book sale schedule.

D. LB25-069

The Board received an informational report regarding the Emily Fowler Library Foundation.

The Foundation currently has a \$100,000 CD that will come to maturity in April 2026. The Foundation checking account has a balance of \$9,091.51 as of the latest statement in May 2025. The Foundation's goal is to focus on bequests or planned giving donations that can be used for large scale Library initiatives or capital projects.

Foundation Trustees met on Tuesday, November 4, 2025, to discuss proposed bylaws, use of the \$100,000 CD that comes to maturity in April 2026, and banking options to maximize interest on accounts. The funds in the \$100,000 are restricted for use to support Special Collections.

E. LB25-071

The Board received a report, held a discussion, and considered approval of the following Denton Public Library Policy updates:

- Rules of Conduct Operating Policy
- Unattended Children Operating Policy (Board approved with minor update)
- Library Material Statement of Concern Operating Policy (Board approved with minor update)
- Collection Development Operating Policy

- Materials Disposition Operating Policy

Jean Greenlaw motioned, Patricia Peters seconded, all in favor.

F. LB25-072

The Board received a report and held a discussion regarding an appeal request for a library suspension:

Per the Library Rules of Conduct a patron issued a library suspension may appeal their suspension by submitting a letter of appeal. The appeal will be brought to the Library Board for discussion, and the Board will provide a recommendation to the Director of Libraries

A library suspension of one year was issued to a library patron due to an incident on August 24, 2025. The patron left before the suspension could be given. The patron returned on October 23, 2025, and was provided with the suspension form. The appeal letter was submitted and received by Library Administration on October 30, 2025.

The Library seeks a recommendation from the Library Board regarding the appeal whether to uphold the suspension, reduce the suspension, or waive the suspension. The summary of documentation provided to Library Board members is attached to the minutes.

After some discussion, the Library Board brought forward a vote to reduce the suspension to 6 months allowing access to online resources during the remainder of the suspension. Rebecca Fridley motioned, Ellen Sullivan seconded, 4 in favor, 2 against. Suspension reduction passes.

G. LB25-073

The Board received a report and held a discussion regarding:

2026 Strategic Plan Action Items - Library staff are identifying items for 2026 strategic plan action items. Several current strategic plan action items are multi-year and will continue in 2026. No more than eight new items could be added in the new year. A final list of all 2026 strategic plan action items will be presented to the Library Board at the December 8, 2025 meeting. Some of the new action items proposed and being reviewed by staff are:

- Strategic assessment of library operations
- Investigate budget account options for revenue funds for supplies or retail that is sold at the library and a furniture and equipment replacement account
- Develop a Library grant process to accompany the City's grant process
- Assess and refresh Discovery Kits
- Develop a system for management and access of system-wide equipment and resources (staff equipment or program equipment)

housed at one branch that could be used at other branches for specific events or projects)

- Develop a library technology plan
- Develop a structure, clean out, and organize the department shared drive and Teams channels

Material Vendor Impacts - The largest library book vendor, Baker & Taylor, will cease operations by January 2026. Denton Public Library has spent the last 18 months diversifying material vendors and has multiple print vendors for library materials. In addition to print materials, the library also used Baker & Taylor's BTCat cataloging software utility and Content Café and FirstLook book cover images and reviews in the online library catalog. Alternative software options have been identified, and the library is in the procurement process to replace those products.

South Branch 30th Anniversary - South Branch will be celebrating its 30th anniversary in 2026. A celebration event is being planned for the spring of 2026. Board members are invited to participate but must RSVP two weeks prior to the event.

Parent Guide - Library staff are developing a parent guide to help families best curate their child's experience at the library. It includes information about library collections and the ages and reading levels they target, information about how parents can actively engage in selecting the best book for their child, and resources for parents to learn more about titles and find reviews and summaries. The parent guide is expected to be available on the library website before the end of 2025.

3. CONCLUDING ITEMS

None.

The Meeting adjourned at 6:34 p.m.


Kerol Harrod, Chair


Cynthia Carter, Administrative Assistant
City of Denton, TX

Minutes approved on: 12/8/25

Library Suspension Appeal

November 10, 2025

Incident and Staff Correction Summary

Date	Incident description	Policy Violation	Staff Response
7/28/25	Staff observed patron on the bench outside library entry doors yelling as other patrons passed by.	Rules of Conduct (#4 and #16)	Staff called emergency services for a wellness check. Officers reported that she did not need assistance relayed staff instructions that she can stay if she was able to keep her voice down.
7/31/25	Patron was laying down on the bench outside library doors, appearing to sleep. Later, patron was still on the bench and began screaming loudly and yelling curse words.	Rules of Conduct (#4 and #16)	Staff told the patron they needed to sit up and appear awake. Once the patron began screaming, staff asked if she was all right. After getting acknowledgment that she was all right, staff instructed her that she could not scream and curse while on library property.
8/24/25	Patron yelled and cursed at multiple patrons inside and outside the library. Patron went into the restroom and continued screaming. Patron went outside and approached a couple and began screaming at them, then turned to yell at another man. After the couple left, the patron walked away from the library towards another City building.	Rules of Conduct (#4)	Staff asked if she was okay when she was in the bathroom. She said she was leaving. Staff called 911 when it appeared that a physical altercation might take place as she was yelling at the couple. Officers intercepted her at the Civic Center and issued a Criminal Trespass Warning. Staff prepared a suspension form, but it was not provided to her as she was offsite.
10/24/25	Patron came in to use the library. Patron indicated that she did not remember the incident or receiving a Criminal Trespass Warning.		Staff issued the suspension form relating to the 8/24/25 incident and reminded her that a Criminal Trespass Warning was in effect. Suspension is for 8/24/25-8/23/26, based on the date of the incident. Staff provided appeal information for the library suspension and information regarding how to find appeal information for the Criminal Trespass Warning.