

MINUTES
CITY OF DENTON
DENTON PUBLIC LIBRARY BOARD
North Branch Library – December 8, 2025

After determining that a quorum was present, the Denton Public Library Board convened on Monday, December 8, at 5:30 p.m. The meeting was held at the North Branch Library at 3020 N. Locust, Denton, Texas.

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

Also present: Jennifer Bekker, Rachel Reeves, and Marcella Lunn

1. PRESENTATION FROM MEMBERS OF THE PUBLIC

None.

2. ITEMS FOR CONSIDERATION

A. LB25-086 Consider approval of the minutes of November 10, 2025.

The Board accepted and approved the minutes. Jean Greenlaw motioned, Ellen Sullivan seconded, all in favor.

B. LB25-081 The Board received an informational report regarding Cataloging.

Catalog Librarian Shannon Young provided an overview of the purpose and processes for Cataloging.

Cataloging is the process of creating metadata records for information resources provided by the library. It involves building a record that provides information such as the name of the author or creator of an item, the title, publisher information, a physical description of the item, and subject terms that describe the resource and subjects it covers. The records produced by catalog librarians are how libraries organize information in order to make the resources they provide easily accessible to the public.

C. LB25-083 The Board received an informational report regarding the Friends of the Denton Public Libraries.

The Friends held their November Big Book Sale on November 7 and 8. They raised \$3,126.

D. LB25-082

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

There have been no changes since the last meeting, and the Foundation will be scheduling a meeting in December.

E. LB25-078

The Board received a report, held a discussion, and considered approval of the 2026 Library Advisory Board meeting schedule.

Jean Greenlaw motioned, Ellen Sullivan seconded, all in favor.

F. LB25-079

The Board received a report, held a discussion, and considered approval of the library's 2026 Spring Classes & Events.

Ellen Sullivan motioned, Kathryn Pole seconded, all in favor.

G. LB25-084

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

Members voted to approve each policy individually. Kathryn Pole motioned, Jean Greenlaw seconded. All in favor.

- *Inclement Weather Operating Policy* – Jean Greenlaw motioned, Ellen Sullivan seconded. All in favor.
- *Exhibit Operating Policy* – after much discussion, a motion to table the policy for modified language was made. Kathryn Pole motioned, Jean Greenlaw seconded, all in favor.
- *Gift Operating Policy* – Kathryn Pole motioned, Ellen Sullivan seconded, all in favor.

H. LB25-080

The Board received a report and held a discussion regarding the proposed 2026 Library Strategic Plan action items.

The 2025 Library Strategic Plan action items have been updated to show the status online:

https://performance.envisio.com/dashboard/Library_Strategic_Plan.

Some projects are multi-year and will be included in the 2026 Library Strategic Plan action items. Library staff recommend approval of the proposed 2026 Library Strategic Plan action items.

Jean Greenlaw motioned, Ellen Sullivan seconded, all in favor.

I. LB25-077

The Board received a report and held a discussion regarding:

Winter Reading Program - The annual Winter Reading Program kicked off December 1, 2025, and runs through January 31, 2026. The initiative

promotes literacy, encourages the development of a love of reading, and supports lifelong learning.

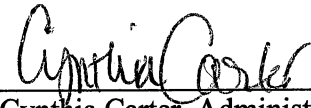
Staffing Updates – The South Branch Manager position posted and staff conducted interviews at the end of November. The hiring process is underway, and we hope to have a new South Branch Manager early in the new year.

Tonies on Tour Update – The Tonies on Tour event at the North Branch took place Sunday, November 2. There were over 175 people in attendance and patrons appreciated the event.

3. CONCLUDING ITEMS

None.

The Meeting adjourned at 6:24 p.m.


Kerol Harrod, Chair
Cynthia Carter, Administrative Assistant
City of Denton, TX

Minutes approved on: 1/12/24