



# MUNICIPAL LIBRARY BOARD ANNUAL REPORT

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October 1, 2019 – September 30, 2020

January 31, 2021

The Honorable Mayor and Members of the Dallas City Council

### **Municipal Library Board FY 2019-2020 Annual Report**

Through continued support from the Municipal Library Board, the Dallas Public Library continued to fulfill its mission to strengthen communities by connecting people, inspiring curiosity, and advancing lives. Together with the Friends of the Dallas Public Library, the board urged the City Council and City Manager to maintain funding as the unique circumstances of this year allowed while adding additional hotspot purchases that customers can check out.

During the past year, the Municipal Library Board supported and promoted essential Dallas Public Library programs, such as English Language Learning, GED and citizenship classes; S.M.A.R.T. Summer with Mayor Johnson; the Express Yourself! Youth Poetry competition; as well and the initiation and expansion of virtual programming during the Library's closure due to the COVID-19 pandemic. We also experienced a great loss with death of long-time board member and advocacy leader, Karen Blumenthal.

The Board is uniquely positioned to gain insight into the inner workings of the Dallas Public Library; it has been such a rewarding experience to observe firsthand the impact of the Library's many life-changing services, programs, and efforts towards promoting equity in Dallas.

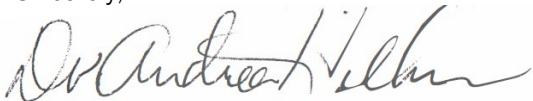
Here are some of the highlights from FY 2019-2020:

- Council approved funding for an additional 2100 hotspots in FY2021
- The Library pivoted to virtual programs and curbside service for check out of materials
- The Board provided support for the continued implementation of the 2017 bond package funds

As chair, it has been my honor to lead the Municipal Library Board in empowering the Dallas Public Library through advocacy and participation in its various programs and services to the Dallas community. The Board values tremendously the support the Mayor and Council have given to the Dallas Public Library.

The annual report includes the FY 2019-2020 completed Goals and Objectives, as well as the Work Plan for FY 2020-2021. Please contact me at [ahilburn8814@att.net](mailto:ahilburn8814@att.net) for more information in regard to this report or the Board's work.

Sincerely,



Dr. Andrea Hilburn, Chair  
Municipal Library Board

Cc: T.C. Broadnax, City Manager  
Joey Zapata, Assistant City  
Manager Mary Jo Giudice,  
Director of Libraries

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# Mission Statement

## Municipal Library Board

*In accordance with Dallas City Code, the Municipal Library Board is charged with advising the Mayor and City Council, the City Manager, and the Director of Libraries on matters related to library operations and services. The Board also assumes a supportive role through its promotion of the Library and its programs.*

## Dallas Public Library

*The Dallas Public Library strengthens communities by connecting people, inspiring curiosity and advancing lives.*

## City of Dallas

*To enhance the vitality and quality of life for all in the Dallas Community.*

# FY 2019-20

## Municipal Library Board

### -Attendance Report-

Member	10/29/ 2019	11/19/ 2019	12/24/ 2019	1/14/ 2020	2/25/ 2020	3/24/ 2020	4/28/ 2020	5/26/ 2020	6/30/ 2020	7/28/ 2020	8/25/ 2020	9/29/ 2020				
Brown, Susanna	✓	A	RECESS	✓	✓	CANCELED	CANCELED	✓	✓	RECESS	✓	✓				
Clapp, Patti																✓
Giles, Lewis	✓	✓			✓			✓				✓	✓		A	A
Henderson, Xavier	✓	✓			✓			✓				✓	✓		✓	✓
Hilburn, Andrea	✓	✓			✓			A				✓	✓		✓	✓
Lorch, Jay	A	✓			✓			✓				A	✓		A	✓
Perryman, Thomas	✓	✓			✓			✓				✓	✓		✓	✓
Pope, She'Amerious	✓	✓			✓			✓				A	✓		✓	✓
Price, Jandis	✓	✓			✓			✓				✓	✓		✓	✓
Rodriguez, Edith													✓		✓	✓
Sauce, Katie	✓	✓			✓			✓				✓	✓		✓	✓
Watson, Lisa	✓	✓			✓			✓				✓	✓		✓	✓

# FY 2019-20

## Municipal Library Board Members

Board Member	Council Member	District
Lewis Giles	Chad West	1
Roselle Tenario	Adam Medrano	2
Dr. Andrea Leverett Hilburn	Casey Thomas	3
Xavier Allen Henderson	Carolyn King Arnold	4
Edith Rodriguez	Jaime Resendez	5
Susanna Brown	Omar Narvaez	6
Lisa Jenkins Watson	Adam Bazaldua	7
She'Amerious Pope	Tennell Atkins	8
Katie Sauce	Paula C. Blackmon	9
Patti Clapp	Adam McGough	10
Jay Lorch	Lee Kleinman	11
Jandis Price	Cara Mendelsohn	12
Vacant	Jennifer Staubach Gates	13
Vacant	David Blewett	14
Thomas Perryman	Mayor Eric Johnson	At Large

# FY 2019-20

## Municipal Library Board

### -Goals & Objectives Completed-

In keeping with its mission, the Municipal Library Board:

- Learned about Library services, operations and programs including: Creative Spaces, Library to Go, Delivery & Receiving and online programs
- Attended City Council and Council committee meetings in person and virtually, when the Library was presenting
- Attended and presented at virtual and in person Town Hall Meetings as Council Districts offered them to individual districts
- Attended, in person and virtually, significant Library events including GED graduation, Friends of Dallas Public Library Fall Fundraiser
- Engaged with Council Members and Friends of the Dallas Public library to advocate for Library services by
  - Emailing newsletters with district specific news as it's available
  - Communicating frequently with Council Members
- Visited and/or called branch libraries within districts to meet staff and learn about the branches

#### Advocacy & Resource Opportunities

- Advocated for financial support for the Library in cooperation with other Library supporters by:
  - Attending Budget Town Hall meetings and budget hearings
  - Communicating with Mayor and Council about the value and importance of Library services
- Identified opportunities for external funding and support by:
  - Sharing funding and partnership leads
  - Supporting the completion of 2017 Bond Capital improvements – Vickery Park Branch and Forest Green Branch, as well as a public-private partnership with the Friends of Dallas Public Library to renovate the Central Library's 6<sup>th</sup> floor, and public elevator modernization

#### Community Engagement & Communications

- Promoted and marketed Library programs by:
  - Attending and learning about Library programs and services, in person and virtually
  - Sharing library social media postings
  - Promoting system-wide programs and services such as S.M.A.R.T. Summer with Mayor Johnson, hotspot loaning, Youth Poetry Competition and Adult Learning
- Fostered collaborations and partnerships by:
  - Providing pathways to inform the public
  - Suggesting potential community partners

# FY 2020-21

## Municipal Library Board

### -Work Plan-

#### **Board Expectations:**

- Email newsletter with district specific news as provided by library staff
- Schedule quarterly meetings with Council Members to share DPL updates relevant to their District
- Explore partnerships with other Boards, Commissions, City Departments and other Agencies that share mission and/or vision of MLB and DPL
- Communicate with branch managers to gather news and coordinate with Library Director if specific needs are identified
- Partner and streamline efforts with Friends of DPL, Inc.
- Be aware of branch Friends groups and encourage participation in Friends Alliance
- Attendance at Board Meetings and participation in the committee of your choice
- Basic knowledge of Library policies

#### **In keeping with its mission, the Municipal Library Board will:**

- Learn about Library services, operations and programs
- Upon request, provide guidance and advice to the Library Director about policies, procedures, operations, and budget negotiations
- Provide guidance on services, programs, technology and strategic direction updates
- Attend significant Library events including Library presentations to City Council and Council Committees, in person or virtually
- Garner support and community connections that align with the Library and its mission and vision
- Support Dallas Public Library's efforts in S.M.A.R.T. (Science, Math, Art, Reading, Technology) Kids, Work Skills, and Vibrant Neighborhoods initiatives
- Continually engage with Council Members, Friends of the Dallas Public Library (FoDPL) and coordinate advocacy



# FY 2020-21

## Municipal Library Board

### -Work Plan- (continued)

#### Resource Opportunities & Advocacy Committee

- Advocate for financial support for the Library in cooperation with other Library supporters:
  - At Budget Town Hall meetings and Bond Town Hall meetings and in cooperation with FoDPL develop talking points and coordinate scheduling with other Library advocates
  - At City Council budget hearings, amendment workshops, Committee meetings, etc.
  - Communicate and forge relationships with Mayor and Council Members about the importance of supporting Library needs
  - Partner with City Departments to continue to address the Digital Divide efforts for the community (WiFi access points, loaning hotspots and laptops)
- Identify opportunities for external funding and support by:
  - Sharing leads for new private, corporate and grant funding opportunities
  - Advocating for additional Library funding as identified by the Library Director
  - Sharing community partner connections that may benefit the Library
  - Supporting the completion of the Library 2017 Bond capital improvements and advocating for future Library capital projects

#### Community Engagement & Communications Committee

- Promote and market Library programs and services by:
  - Engaging in and attending Library programs and services
  - Promoting annual system-wide initiatives such as: SMART Summer with Mayor Johnson, Homeless Engagement Initiative, Adult Learning, Dallas Book Festival, Express Yourself! Youth Poetry Competition, Fairy Tale Closet, etc. through social media
- Foster collaborations and partnerships in support of DPL strategic initiatives by:
  - Exploring pathways to inform the public of Library services
  - Suggesting possible candidates for partnership and collaboration
  - Gathering feedback and input from community members and non-profit partners

# FY 2020-21

## Municipal Library Board

### -Recommendations and Goals-

**In keeping with its mission, the Municipal Library Board will:**

- Continue to promote Library services that meet the needs of Dallas residents through the lens of equity
- Advocate for restoration of Library budget when economically feasible to expand hours and services back to pre-COVID levels
- Continue to leverage technology to enhance Library services and operations
- Advocate for a new strategic plan that includes a master facilities study
- Work alongside Library Director to modify the Dallas City Code where necessary in order to make library services more equitable and accessible to students in Dallas