



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Library Board

Monday, March 9, 2026

5:30 PM

North Branch Library

After determining that a quorum is present, the Library Board of the City of Denton, Texas will convene in a Regular Meeting on Monday, March 9, 2026, at 5:30 p.m. in the Meeting Room at the North Branch Library at 3020 N. Locust, Denton, Texas at which the following items will be considered:

1. PRESENTATION FROM MEMBERS OF THE PUBLIC

This section of the agenda permits a person to make comments regarding public business on items not listed on the agenda. This is limited to two speakers per meeting with each speaker allowed a maximum of four (4) minutes.

2. ITEMS FOR CONSIDERATION

- A. [LB26-007](#) Consider the approval of the minutes of February 9, 2026.

Attachments: [Library Board Minutes - Feb 9 2026](#)

- B. [LB26-009](#) Receive an informational report and hold a discussion about the Forge Makerspace at North Branch Library.

Attachments: [Agenda Information Sheet-Forge Makerspace](#)
[Forge Presentation](#)

- C. [LB26-010](#) Receive an informational report and hold a discussion regarding the Friends of the Denton Public Libraries.

Attachments: [Agenda Information Sheet-Friends](#)

- D. [LB26-011](#) Receive an informational report and hold a discussion regarding the Emily Fowler Library Foundation.

Attachments: [Agenda Information Sheet-Foundation](#)

- E. [LB26-008](#) Receive a report, hold a discussion, and consider recommending approval of the following Denton Public Library Policy updates:

- Interlibrary Loan (ILL) Operating Policy

Attachments: [Agenda Information Sheet-Policy Updates](#)
[Interlibrary Loan \(ILL\) Operating Policy](#) [PNDG LibBrd](#)

- F. [LB26-012](#) Receive a report, hold a discussion, and give staff direction regarding:

- Texas America250 Reading Challenge
- Staff Development Day
- Meeting Room E-mail
- Library Social Media

Attachments: [Agenda Information Sheet](#)

3. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Library Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on March 3, 2026, in advance of the three (3) business day posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST TWO (2) BUSINESS DAYS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.

MINUTES
CITY OF DENTON
DENTON PUBLIC LIBRARY BOARD
Emily Fowler Central Library – February 9, 2026

After determining that a quorum was present, the Denton Public Library Board convened on Monday, February 9, at 5:30 p.m. The meeting was held at the Emily Fowler Central Library at 502 Oakland St., Denton, Texas.

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

ABSENT:

Also present: Jennifer Bekker and Marcella Lunn

1. PRESENTATION FROM MEMBERS OF THE PUBLIC

None.

2. ITEMS FOR CONSIDERATION

A. LB26-001 Consider approval of the minutes of January 12, 2026.

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

B. LB26-005 The Board received an informational report regarding library print, copy, and fax services.

Kimberly Wells, Branch Manager of the Emily Fowler Central Library, provided an overview of library print, copy, and fax services.

All library branches provide printing from library public use computers as well as mobile printing from personal devices. Copy machines are available for public use at all library facilities as well for black and white copying. The library's copy machines are networked to provide faxing also. Patrons may fax documents or receive faxed documents for free. All three services are heavily used by community members, especially as many households no longer maintain home printers.

C. LB26-002 The Board received an informational report regarding the Friends of the Denton Public Libraries.

The Friends Executive Board is planning a costume ball fundraiser on Sunday, April 25, 2026, 2-5 p.m. at Rubber Gloves Rehearsal Studio. The event is An Evening of Friends & Fables. They are seeking raffle

and food donations for the event and are currently planning marketing and logistics. Tickets for the event will go on sale February 15, 2026.

D. LB26-003

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 November 2024. 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 meet on February 4, 2026. Trustees will discuss banking updates, a spring flash tattoo fundraiser, seeking additional Trustees to serve, and progress on hiring a graphic designer to create a logo for the organization.

- The Board agreed with Foundation Trustees' decision to remove an inactive Trustee member. Kathryn Pole motioned, Rebecca Fridley seconded, all in favor.

E. LB26-004

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

- *Rules of Conduct Operating Policy* – Jean Greenlaw motioned, Ellen Sullivan seconded. All in favor.
- *Circulation Services Operating Policy* – Kerol Harrod motioned, Kathryn Pole seconded. All in favor.

F. LB26-006

The Board received a report and held a discussion regarding:

Exhibit Operating Policy Refresh - After review, the library will be drafting a new Exhibit Operating Policy, creating a staff Exhibit Committee that will seek out and schedule art and displays for exhibit in library facilities. While local art organizations may request consideration, the exhibits will be curated, scheduled, and coordinated by library staff.

Winter Weather Closure - All City facilities were closed Saturday, January 24-Wednesday, January 28 due to inclement weather and hazardous road conditions. Library staff who were able to work remotely did so during the closures to continue with remote services or support when possible. Digital resources were promoted to encourage individuals and families to continue accessing library materials remotely.

Library Speakers Consortium - Denton Public Library has offered virtual events through the Library Speakers Consortium for one year. The service has proven to be very popular based on the following statistics:

- Live virtual events: 40 live events with 277 attendees
- Recordings of archived events: 16,599 views
- Cost per live virtual event: \$87.50
- Cost per total attendance/viewing: 21¢

Achievement of Excellence in Libraries Award - Denton Public Library has been awarded the 2025 Achievement of Excellence in Libraries Award. The award by the Texas Municipal Library Directors Association (TMLDA), recognizes Texas public libraries that demonstrate outstanding contributions to their communities. With this award, Denton Public Library is in the top 20% of all public libraries in the state.

3. CONCLUDING ITEMS

None.

The Meeting adjourned at 6:17 p.m.

Patricia Peters, Chair

Cynthia Carter, Administrative Assistant
City of Denton, TX

Minutes approved on: _____



City of Denton

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AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Frank Dixon
DATE: March 9, 2026

SUBJECT

Receive an informational report and hold a discussion about the Forge Makerspace at North Branch Library.

BACKGROUND

Kasey Fanucchi, Assistant Branch Manager of North Branch Library, will provide an overview of equipment and services available at the Forge Makerspace. The presentation is attached as Exhibit 2.

The design and fabrication Makerspace includes equipment such as 3D printers, laser engravers and cutters, vinyl cutting machines, a heat press, and more. The Makerspace is used by entrepreneurs, crafters, educators, and anyone interested in creating or designing using equipment or technology. The library also offers several classes each season to teach users how to use equipment and software.

EXHIBITS

1. Agenda Information Sheet
2. Forge Presentation

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:
Rachel Reeves
Technical Services Manager



What is a Makerspace?

- A space that provides tools, technology, and materials for hands-on learning, creative expression, and innovation
- Can have anything from traditional crafting equipment to high-tech electronics
- Main goals: active learning, skill-building, fostering collaboration, and creation
- An extension of the library's purpose (Inspire Imagination!)

There are over 2,000 makerspaces in communities, schools, libraries and museums across the United States.

History of The Forge

- The Forge, version one (2012)
- IMLS/TSLAC Grant
- Grand opening - June 2021
- Mural completed by local artist Dan Black in April 2022



Hours

Tuesday: 5 p.m. - 8:30 p.m.

Thursday: Noon - 3 p.m.

Friday: 10 a.m. - Noon

Saturday: 10 a.m. - 3 p.m.

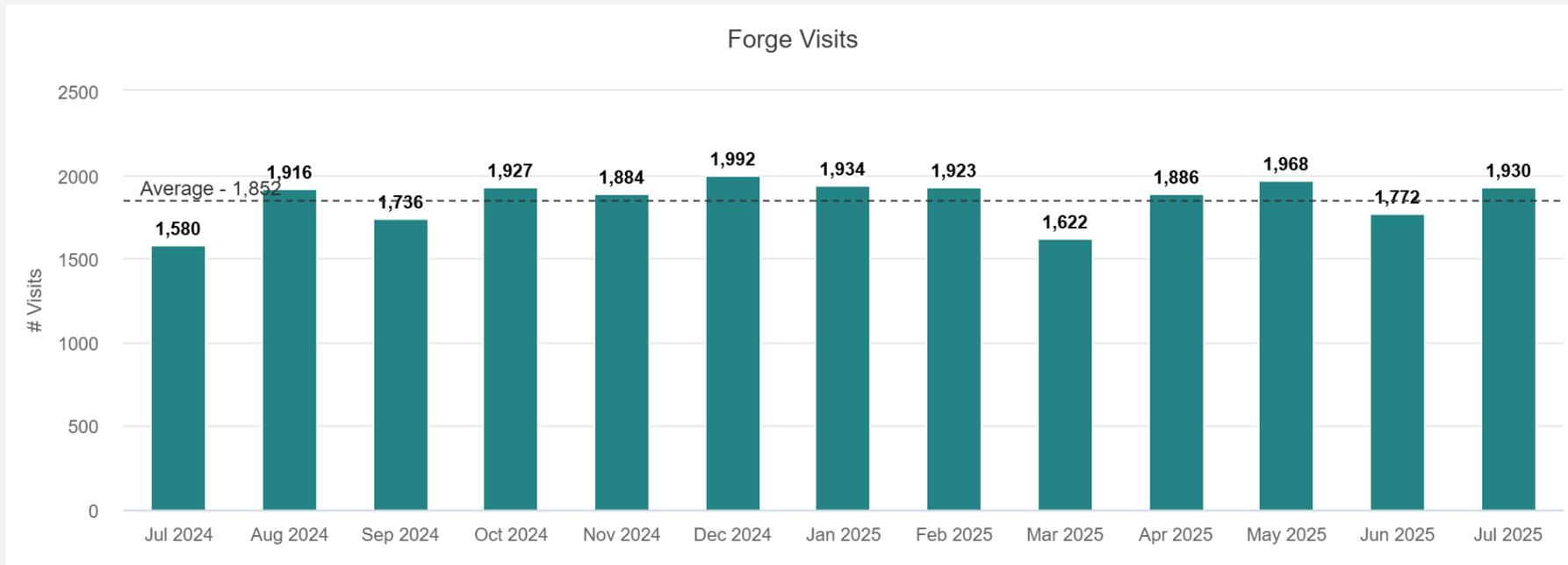
12.5 hours per week

- Appointments outside of open hours can be requested online and are scheduled based on staff availability
- Classes, Tours, Private Groups, Local Organizations



Usage

- Visits: Average 1,852/month
- +/-300 customer interactions per month
- July '24 → July '25: 22% increase



Equipment

- Laser Engravers
- 3D Printers
- Cricut Cutting Machines
- Buttonmakers
- Laminators
- Sewing Machine
- Serger
- Yarn Ball Winder & Swift
- Heat Presses: Hat, Mug, T-Shirt
- Rotary Cutting Mats
- Paint Pens
- Specialized Craft Glue/Knife/Light
- 2 Macs
- 12 PCs
- Lightbox
- 3D Scanner
- Music Equipment
- Adobe Creative Cloud Software
- Coding Software
- Photography Backdrops
- Chompsaw

CUSTOMIZABLE BLANKS

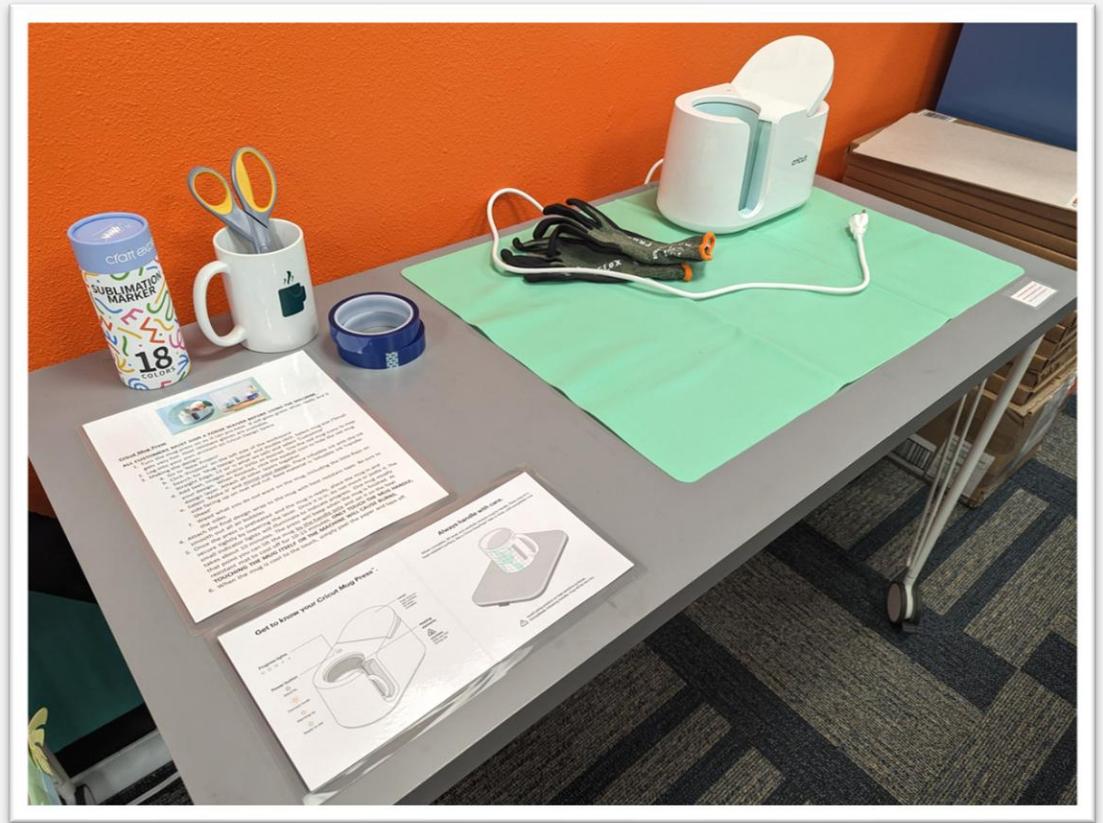
Wood Bookmark	2/\$.50
Finished Wood Keychain	\$2.50
Plywood Keychain	3/\$.50
Wooden Spoon	\$1
Cutting Board	\$5
Canvas Bag/Pouch	\$1
Coasters	\$1-5
Bottle Opener	\$2.50
Leather Bookmark	\$2.50
Leather Keychain	\$1
Leather Notebook	\$10
Leather Passport Cover	\$5
Leather Luggage Tag	\$5
Cahier Notebook	\$2.50
Dog Tag	\$1
Ballpoint Pen	\$1
Button Making Kit	\$1
Sublimation Mug	\$2.50
Ornaments	\$.50-2.50

MISCELLANEOUS

Laminating	\$.50/linear foot
Laminating Pouches	5/\$.50
Laser Transfer Paper	\$1/sheet
3D Printing	\$0.75/10 grams

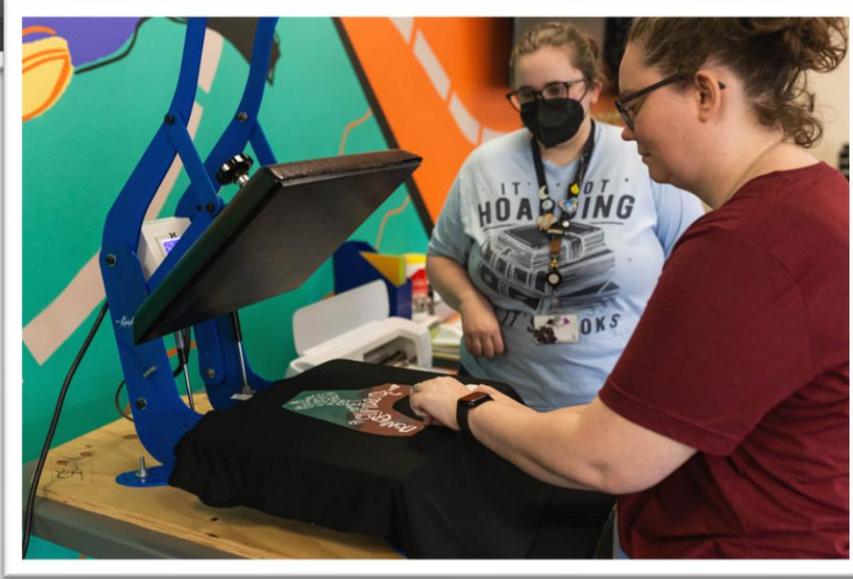


- Low Barriers to Entry
- Staff Training
- Safety
- Operating Costs and Sustainability
- The Future of The Forge













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AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Frank Dixon
DATE: March 9, 2026

SUBJECT

Receive an informational report and hold a discussion regarding the Friends of the Denton Public Libraries.

BACKGROUND

The Friends of the Denton Public Libraries is a nonprofit organization that supports the Denton Public Library through community service and fundraising to provide materials and equipment to improve and extend Library services. This report provides an update on the organization's activities and fundraising efforts.

The Friends Executive Board is planning a costume ball fundraiser on Sunday, April 25, 2026, 2-5 p.m. at Rubber Gloves Rehearsal Studio. The event is An Evening of Friends & Fables. The Friends are meeting with library staff about additional fundraising opportunities and are planning to participate in National Library Giving Day on April 1, 2026. The February 6 Friends Big Book Sale raised \$4,608.35. The Director of Libraries also met with the Friends President, Vice President, and Treasurer to discuss 2026 approved funding projects and procurement timelines.

2026 Friends Executive Board Meetings (in North Branch Meeting Room at 5:30 p.m.)

Thursday, April 9, 2026
Thursday, July 9, 2026
Thursday, October 8, 2026

2026 Friends Big Book Sales (in North Branch Meeting Room)

Friday, February 6, 2026 (members-only presale) & Saturday, February 7, 2026
Friday, May 8, 2026 (members-only presale) & Saturday, May 9, 2026
Friday, August 7, 2026 (members-only presale) & Saturday, August 8, 2026
Friday, November 13, 2026 (members-only presale) & Saturday, November 14, 2026

EXHIBITS

1. Agenda Information Sheet-Friends

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:
Jennifer Bekker

Director of Libraries



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AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Frank Dixon
DATE: March 9, 2026

SUBJECT

Receive an informational report and hold a discussion regarding the Emily Fowler Library Foundation.

BACKGROUND

The Emily Fowler Library Foundation is a nonprofit organization that supports the Denton Public Library's mission. This report provides an update on the Foundation's activities, goals, and fundraising efforts.

The Foundation currently has a \$100,000 CD that will come to maturity in April 2026. The Foundation checking account has a balance of \$11,626.08 as of the latest statements in February, 2026. 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.

There have been no updates since the last meeting.

2026 Upcoming Meetings:

Wednesday, February 4, 3:30 p.m.

Wednesday, May 13, 3:30 p.m.

Wednesday, August 5, 3:30 p.m.

Wednesday, November 4, 3:30 p.m.

RECOMMENDATIONS

Trustees and library staff request nominee input from the Library Board for two additional Board of Trustees members to expand the current Emily Fowler Library Foundation membership.

EXHIBITS

1. Agenda Information Sheet-Foundation

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:

Jennifer Bekker
Director of Libraries



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AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Frank Dixon
DATE: March 9, 2026

SUBJECT

Receive a report, hold a discussion, and consider recommending approval of the following Denton Public Library Policy updates:

- Interlibrary Loan (ILL) Operating Policy

BACKGROUND

The following policy updates are recommended to the Library Board:

Interlibrary Loan (ILL) Operating Policy-Exhibit 2

The redline draft shows proposed minor updates.

RECOMMENDATIONS

Library staff recommends approval of the policy updates.

EXHIBITS

1. Agenda Information Sheet
2. Interlibrary Loan (ILL) Operating Policy

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:
Jennifer Bekker
Director of Libraries



DENTON PUBLIC LIBRARY

INTERLIBRARY LOAN OPERATING POLICY

Approved by Denton Public Library Board, June 3, 2004
Reviewed by the Library Management Team, November 2, 2023

POLICY STATEMENT: Interlibrary loan (ILL) is the process by which the Denton Public Library requests materials from, or supplies materials to, another library. The Denton Public Library endorses the principles relating to interlibrary loan included in the American Library Association Interlibrary Loan Code, the Texas State Library and Archives Commission Interlibrary Loan Protocol, the U.S. Copyright Law, and federal and state laws governing confidentiality of records.

There are no guarantees made about the availability of any materials.

Failure to comply with these provisions may result in suspension of interlibrary loan and/or library privileges.

BORROWING (on behalf of Denton Public Library customers)

- A. Users - This service is offered to all customers holding a valid, full-access adult library card from the Denton Public Library. Requests will not be processed if there are any fines or overdue materials on the customer's record.
- B. Requests - Up to five outstanding requests are allowed per customer.
- C. Types of Materials Borrowed - The Denton Public Library will request materials not owned by the library or missing from the library's collection.

Requests for the following will not be processed:

- Electronic information, e-books, and downloadable audio books.
- Materials found in libraries outside the United States.

- D. Turnaround Time - Service will be provided as quickly as possible. This varies depending upon the lending library and the materials requested. Customers will be notified by email, telephone, or mail. Notification is automatic and based on the notice preference found in the customer record.
- E. Conditions of Use - All borrowed material is subject to recall. Customers are expected to return recalled material within seven days.

Failure to return interlibrary loan items on time or to pick up items ordered may result in the suspension of interlibrary loan services for that customer.

Renewals are at the discretion of the lending library.

- F. Fees - No fees for ILL service will be charged without the express permission of the customer. If the lending library charges fees, the customer will be asked before the request is processed.

If any part of an item is lost, stolen or damaged while checked out to the customer, the customer who requested the material is responsible for any damage or replacement fees charged by the lending library.

If a customer does not return an item, it is the customer's responsibility to pay the replacement costs to the lending library.

If an item is lost or damaged during transit to or from the lending library to Denton Public Library, it is the responsibility of Denton Public Library to pay replacement costs of the lost or damaged material.

LENDING (Denton Public Library items loaned to other libraries)

- A. Items Lent and Not Lent - The Denton Public Library will make reasonable effort to loan materials to requesting libraries.

Requests for the following will not be processed:

- Items that currently have holds on them.
- Items that are currently checked out.
- Items that have been in the library's collection less than 6 months.
- Material in the Special Collections (Genealogy, Reference, Texas or Denton), except for institutional lending of microfilm.
- Electronic information, e-books, and downloadable audio books
- Requests from libraries outside the United States.

- B. Conditions of Use - The library reserves the right to refuse to lend materials or to ask a borrowing library to restrict use of materials lent.
- C. Loan Period - The circulation period for items lent on interlibrary loan is 45 days. All lent materials are subject to recall before the end of the loan period.
- D. Fees - The Denton Public Library provides interlibrary loan materials free of charge.



AGENDA INFORMATION SHEET

DEPARTMENT: Library

ACM: Frank Dixon

DATE: March 9, 2026

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding:

- Texas America250 Reading Challenge
- Staff Development Day
- Meeting Room E-mail
- Library Social Media

BACKGROUND

Denton Public Library has launched a year-long reading initiative celebrating the 250th anniversary of the signing of the Declaration of Independence. The event is in coordination with the Texas State Library and Archives Commission (TSLAC) and runs through the rest of the year. Participants will register online: <https://denton.readsquared.com> and participate by reading, attending library programs, visiting a state park (or any park), or volunteering in the community. The reading goal is 2,500 minutes (41.5 hours) and readers will earn a digital badge in the reading software and be entered in a drawing for every 250 minutes they read. Additional library observation of the Texas America250 celebration includes the introduction American history themed Discovery Kits and special classes and events this summer and fall.

Library facilities will be closed Friday, March 20 for a staff development day. All library staff will participate in a full day of training, discussion, and team building activities. Staff will tour area libraries in the morning to see facilities, discuss operations, and see how best practices are applied at other library systems. Staff will discuss what they learned and share with others upon return to the library. Staff will also complete two required safety classes in the afternoon.

A new meeting room request e-mail has been created to facilitate a smoother room reservation process. Instead of guessing which staff member to e-mail for a room reservation or to submit reservation forms, the new e-mail: libraryrooms@cityofdenton.com is the centralized e-mail account that is monitored by all three branch room coordinators.

Library social media is now being managed by an internal team made up of one librarian from each branch and the South Branch Manager. The team solicits content from branch staff, reviews for branding, standardization, and error checks, and schedules content on the library's Facebook and Instagram accounts. They also monitor and respond to questions submitted via social media.

EXHIBITS

1. Agenda Information Sheet

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:
Jennifer Bekker
Director of Libraries