



AGENDA INFORMATION SHEET

DEPARTMENT: Library
ACM: Christine Taylor
DATE: November 22, 2022

SUBJECT

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

- Library Staffing Update
- Additional Fall Programs
- Partner Program Agreements

BACKGROUND

Library Staffing Update

The library department is experiencing significant staffing changes. Two new full-time positions were added as part of the new FY22-23 budget.

- 1-full-time Cataloging Librarian—Interviews are scheduled for the week of November 15.
- 1-full-time Adult Services Librarian-North Branch—Stacey Irish-Keffer, North Branch Youth Services Librarian, has accepted the position. She will transition from Youth Services Librarian to Adult Services Librarian effective the week of November 26. This change will result in a vacant Youth Services Librarian at North Branch.

Two members of the library leadership team who have been with the library for 25 years or more are retiring this fall.

- Circulation Supervisor—Jill Saltsman is retiring in mid-November. The new Circulation Supervisor, Jason Mims, will start November 21.
- Technical Services Manager—The position closes 11:59 p.m. November 18. We plan to have the new Manager start as soon as possible, before Jennifer Reaves retires at the end of December. Jennifer will need to train the new manager.

In addition, the North Branch Manager also submitted their resignation effective October 3, 2022. After posting the position and interviewing internal and external candidates, Rebecca Ivey, South Branch Youth Services Librarian, has accepted the position, effective the week of November 26. Rebecca brings a background of management, professional leadership, and experience creating and completing projects. That change will result in a vacant Youth Services Librarian at South Branch.

During the budget process, the library requested two new part-time positions: 1-part-time Library Assistant III to assist with technology and 1-part-time Library Assistant II at South Branch. A request to turn an existing part-time Library Assistant II to a full-time Library Assistant II was also part of the budget request. Those three positions were not funded in this year's budget.

Additional Fall Programs

The Library Board approved library fall 2022 classes and events at the August 8, 2022 Board meeting. They were not included in the original list of approved events as the hosting organization approached library staff with a proposal on September 30, 2022 with a grant-related deadline of November 30, 2022. The additional classes were proposed and included in the October 10, 2022 Library Board agenda, but could not be reviewed as there was no quorum. The library would like to provide an update on the programs:

Building and Repairing Your Credit Score

October 17 or 19 at 5:30 pm

Learn all about how to identify and remove barriers that adversely impact your credit at this workshop taught by Legal Aid of NorthWest Texas. The class will cover credit reports, credit repair, and improving credit scores. Ages 18+.

The event helped three attendees as they learned information, asked questions, and got step by step instructions to improve their credit scores.

Budgeting and Navigating Your Finances for Young Adults

November 1 or 8 at 5:30 pm

Young adults and college students are invited to this free class taught by Legal Aid of NorthWest Texas. The class will cover budgeting, student loans, and preparing young people to navigate financial issues. Ages 17+.

This class had one attendee. There were several comments about the need for financial literacy classes on this social media post. One commenter noted that the scheduled time was too early for their schedule.

Partner Program Agreements

The library has two agreements going before City Council as consent agenda items on November 15, 2022. The agreements clarify roles and responsibilities for the library and for partner organizations. One agreement is for recurring in-house library services or events that are presented or performed by partner agencies. The other agreement is for outreach events. The proposed ordinance and agreements are attached as Exhibit 2.

EXHIBITS

1. Agenda Information Sheet
2. Partner Program Agreements

Respectfully submitted:
Jennifer Bekker
Director of Libraries

Prepared by:
Jennifer Bekker
Director of Libraries