

## **McKINNEY PUBLIC LIBRARY SYSTEM ADVISORY BOARD**

**MARCH 15, 2018**

The McKinney Public Library System Advisory Board met in regular session in the Dulaney Room of the Roy and Helen Hall Library, 101 East Hunt Street, McKinney, Texas on March 15, 2018 at 5:00 p.m.

Board members Present: Chairman Peter Samsury, Amanda Hamilton, Joseph Closs, Lauren Smith-Carter. Absent: Vice Chairman Joann Pond, Coretta Lule, Cheryl Darveaux

Staff Present: Director of Libraries Spencer Smith and Administrative Assistant Alicia Quiroz.

There was one guest present.

Chairman Peter Samsury called the meeting to order at 5:00 p.m. after determining a quorum present.

### **18-245** Minutes of the Library Advisory Board Meeting of February 15, 2018

Board members unanimously approved the motion by Board member Hamilton, seconded by Board member Smith-Carter, to approve the minutes of the Library Advisory Board meeting of February 15, 2018 with the following corrections: on agenda item 18-151, correct the date February 15, 2018 to January 18, 2018.

### **18-246** Chairman Samsury called for the Update on the High Performance Organization Team Charters. Library Director, Spencer Smith delivered the Update on the High Performance Organization Team Charters: I recently attended a week long, intensive training program for high performance organization in local government at UVA in Charlottesville, VA. It was a good session and offered some insights and tools into how we can be more successful as an organization for our citizens. The good news is I believe we are already operating, often, in a way similar to those proposed in the training. To incorporate the tools and techniques will, I believe, be relatively easy for us. That isn't to say it will all go

perfectly smoothly- but that we are in a prime position to make the subtle transitions successfully. The creation of the RISE values was a first step, as was the employee engagement survey. Our work is driven by our values. R.I.S.E. details the core values of McKinney employees which are: 1) Respect – We respect a healthy work environment, 2) Integrity – We model ethical behavior, 3) Service – We are selfless public servants, and 4) Excellence – We are competent and dedicated. The next step is the creation of employee teams to help us solve problems and accomplish the goals we have set forth in the Long Range Plan. The first team formed is the Leadership Team composed of Lisa, Helen, Gary, Marci, Ed, and myself. This team meets regularly to discuss the direction, vision, and mission of the library. Other functions of this team are to identify issues in need of solutions and to charter teams of staff members to work to present solutions. Each team will consist of 4 equal members and a facilitator. The teams will only exist for a finite time period and have a specific mission and charter to guide them in their actions. When the team has accomplished its mission it will disband. The Team Charters are: 1) Homeless Services, 2) Library Budget, 3) Outreach Library Vehicle, 4) Training and Onboarding, 5) Job Descriptions, and 6) Middle Zone Fiction Breakout. Our visions for the library are: 1) We serve the public- we work to make McKinney a better place to live, work, and raise a family. 2) MCKPLS strives to be the best dollar for dollar value of any library in the state of Texas. 3) MCKPLS strives to be the model other libraries look to for customer service. 4) Quantity indicates quality and value when serving the public. 5) Policies can be explained and/or overridden by any member of staff when necessary. 6) We proactively ask people if their needs are being met, and meet them where they are. 7) We innovate and experiment- with the goal of, if we fail, failing quickly. 8) When we don't know an answer, we say "I don't know, but I will find out." Then we find out. 9) We are quick,

concise, courteous, and accurate in our communication with the public.

10) Value that is not valued is not valuable- no matter how important we think a tool is, if our users do not value it, we consider doing away with it.

11) Supervisors make sure staff clearly understands their job expectations/goals and to give them the tools they need to succeed. 12)

Supervisors foster a sense of staff ownership over their jobs. 13)

Supervisors allow staff to succeed with their own methods. 14) We have

an environment of critical thinking and learning. 15) We are results

based. We treat all staff as individuals and based on their results. 16)

Actions are evidence based. (Sometimes we act to establish evidence.)

17) Staff are accountable at the institutional, team, and individual levels.

18) We offer staff the ability to learn skills to prepare them for the next

level of their career. 19) We never stop raising the bar- we are constant

in our pursuit of excellence. 20) We do not settle for industry standards if

we can do something better. 21) Staff productivity will meet or exceed

job expectations and goals. 22) Staff changes how they work if they do

not meet or exceed their goals, integrating feedback. 23) Staff treats

everyone respectfully at all times- especially during moments of

disagreement. There is a zero tolerance for anything else. 24) We

approach new ideas and suggestions from a point of view of “what would

it take to make this a success” and not of “here’s why it won’t work.” 25)

Supervisors are an example of modeled behavior for all staff. 26) Ideas

and results are documented at all levels. 27) We take time to get things

right- being right is more important than being fast. Both is ideal, but

being correct trumps speed. 28) Whenever possible, authority is in the

hands of those with responsibility for the outcome. 29) Aesthetics matter.

30) We have fun.

**18-247**

Chairman Samsury called for the Director’s Report. Library Director, Spencer Smith presented his report: There was a slowdown of fabrications for the library vehicle and it will not be available to display at

the Texas Library Association conference in Dallas on, April 4. We are hoping to have it available for Arts in Bloom. I know we have discussed more adult programming and we now have more available for the spring calendar. You all have been given flyers for upcoming Library Adult programs. These programs were proposed by all library staff and will be available for spring. We have been working closely with the Communications department for all advertising of these programs. The programs are; 1) Concert in the Courtyard. If this is successful we will look into having something similar in the courtyard for fall and summer events. 2) What's the Buzz? Weather permitting, live bees will be on-site. 3) Trivia Night. We have a great partnership with Tupps Brewery and the last program we had there was very successful. We currently have 4 teams registered. 4) Beginner's Guide to Digitizing Your Personal Collections and 5) Home Brewing for Beginners. These are ideas and feedback we received from the community and staff. You may register for all of these event on [McKinneyPublicLibrary.org](http://McKinneyPublicLibrary.org) and Ticket Leap.

Board members unanimously approved the motion by Board member Closs, seconded by Board member Hamilton, to adjourn. Chairman Samsury adjourned the meeting at 5:36 p.m.

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PETER SAMSURY  
Chairman