

Cultural Arts Commission



March 24, 2026
Flower Mound Senior Center, Shirley Voirin Ballroom
2701 W Windsor Dr.
Flower Mound, TX 75028

6:30 p.m.

MINUTES

A. CALL TO ORDER

Elizabeth Brannon, Chair, called the regular meeting to order at 6:31pm.

The Cultural Arts Commission met in a regular meeting with the following members present:

Elizabeth Brannon, Chair, Place 2
Beth Dilley, Vice Chair, Place 3
Rebecca Wilson, Place 1
Laverne Amsterdam, Place 4
Murthy Mantha, Place 5
Cindy Jones, Place 6
Alison Moronta, Place 8, Alternate

with the following member(s) absent:
Kevin Geise, Place 7, Alternate

constituting a quorum with the following members of the Town Staff participating:

Letitia Carter, Community and Cultural Arts Manager
Travis Cunniff, Assistant Director of Parks and Recreation
Samantha Stansbery, Administrative Assistant of Library Services

B. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972.874.6000 during business hours.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

To speak during public comment, fill out a comment form (PDF). Note:

- Limited to three (3) minutes, a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair
- Direct comments to the Board/Commission
- State your name and the municipality where you reside

Names listed below don't necessarily reflect the order in which each person spoke, and all municipalities are located in Flower Mound unless otherwise indicated.

	Speaker name and municipality	Subject (as written on the form)
1.	Bruce Munro, 3600 Lofty Pines Ln. and member of Animal Services Board	Owl House Project
2.		
3.		

** Indicates person did not wish to speak*

C. ANNOUNCEMENTS

Announcements from the members

There were no announcements at this meeting.

D. STAFF/DIRECTOR REPORT

1. Letitia Carter, Community and Cultural Events Manager
Letitia gave her staff report:

- The Arts Festival at Heritage Park (May 9) is successfully moving forward with organizing sponsors, art vendors, featured artists, performers, arts activities, community arts projects, and promotional aspects.
- The Cultural Arts website and Facebook regularly update for Arts information.
- A community workshop was held: Spring Campers created artwork for the Art Festival Community Projects.
- New artwork is to be installed on art walls at the Library, Senior Center, and Town Hall in April.
- Traffic Signal Box Art Project received 17 applications. The deadline for these will be March 31.

2. Travis Cunniff, Assistant Director of Parks and Recreation
Travis Cunniff gave his report:

- Thank you to the Communications department for making this meeting happen, while we are not able to hold the meeting at Town Hall due to renovations.
- Peters Colony Memorial Park public art project will be going to council for approval of the contract on April 6th. We are hoping some of the Cultural Arts Commission members can attend the meeting for support.

E. CONSENT ITEM(S)

This part of the agenda consists of non-controversial, or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Approve minutes 2/24/26 - Consider approval of the minutes from Tuesday, February 24, 2026.

ACTION: Laverne Amsterdam moved to approve E.1. as presented in the agenda caption. Cindy Jones seconded the motion.
AYES: Beth Dilley, Laverne Amsterdam, Murthy Mantha, Cindy Jones, Rebecca Wilson
NAYS: None
ABSTAIN: None
RESULT: 5 : 0

F. WORK SESSION ITEM

Elizabeth Brannon, Chair, recessed the regular meeting at 6:42pm and called to order the work session.

1. Review and discuss the Flower Mound Arts Center pre-design phase.
Travis Cunniff, explained what was going to be covered/discussed during the work session: Flower Mound Arts Center pre-design information. He also formally introduced some of the key people of this session: Richard Miller and Jeff Hall from Hoefer Welker, Mark Schopmeyer from Bora, Jack Hagler from Schuler Shook, Brian Waltenburg who is the Director of Town of Flower Mound Public Works, Chuck Jennings who is the Director of Parks and Recreation, and Judge Andy Eads of Denton County.

Topics covered during the presentation regarding the Arts Center were: Background, Planning Process To-Date, Aspirational Program, Site Strategy, Cost vs Budget, Discussion, and Next Steps.

Market analysis and community data were also covered in discussion.

Areas discussed were: Front of House Support, Back of House Support, all the necessary parts of buildings for public spaces.

Types of Art have been taken into consideration, including: performing arts, visual arts, theater (including dance or musical performances) and outdoor performance space.

The goal is to have a high-quality arts center that distinguishes itself from others in the area. There have been multiple opportunities for Community Input. Today is offering an opportunity for the Cultural Arts Commission to have input. The Town Council will have an opportunity for input as well as final decision-making. This project does have funding limitations that will require hard decisions to be made about what will be included when it is built. This could potentially leave some parts to be built later, pending further funding.

Details of each of the following potential options to be included in the Arts Center are as follows:

- Main Theater
- Flexible Studio
- Multipurpose Room
- Gallery
- Classrooms
- Lobby & Patron Amenities
- *Back of House Support and administration are required to make the space operational.*

Costs, details of each portion, and priorities were discussed thoroughly.

Cultural Arts Commission felt their priorities were:

1. Theater (5 members would like 650 seats, 1 member would like 500 seats)
2. Art Gallery
3. Classrooms
4. The commission would be quite interested in seeing other parts incorporated, but with possible adjustments to fit the budget. Those items were:
 - a. **Flexible studio**
 - b. **Multipurpose Room**

The Commission agreed that whether a priority or not, **Administration and Back of House Support** will be items that are needed.

Elizabeth Brannon, Chair, adjourned the work session at 9:05pm for a brief break. Then reconvened the regular meeting upon the Commission's return, at 9:17pm.

G. REGULAR ITEM(S)

1. Trotter Park Public Art Project - Review and discuss the appointment of a Cultural Arts Commission committee charged with making a recommendation for artist selection for the permanent public art installation at Trotter Park. The town will be installing a permanent public art piece at Trotter Park. Travis Cunniff, Assistant Director of Parks & Recreation, explained what the task would be. He then opened the floor to the Commission members to discuss and select the members of the subcommittee to carry out the task of recommending artist selection. Since the Commission has been involved in art selection in the past, Elizabeth Brannon, Chair, felt it would be more fair to give members an opportunity that had not been part of other artist selections. All the members have volunteered to be part of the subcommittee. Only 3 members and an

alternate are needed. Liz suggested Cindy Jones, Murthy Mantha, and Rebecca Wilson with Laverne Amsterdam as the alternate. All of which agreed to their roles.

H. SUBCOMMITTEE REPORT(S)

The 2 subcommittees delegated during the last meeting (1—Identifying roles and duties of Commission & 2-Benefits to and suggestions on how to increase public art, specifically outdoors, in the community) were to present some of their progress during this meeting. This was tabled and will be a future agenda item.

I. FUTURE AGENDA ITEM(S)

The purpose of this item is to allow the members an opportunity to bring forward items they wish to discuss at a future meeting.

- The subcommittees selected at the previous meeting will share their progress.
- Presentations of those that received grants from the Town this year. Three to present at the May meeting and three at the July meeting.

J. COORDINATION OF CALENDARS

1. The next Cultural Arts Commission meeting is scheduled for May 28, 2026 at it's traditional location.
The next meeting will be on May 28, 2026 at the usual location at Town Hall at 6:30pm, its standard time.

K. ADJOURN

Elizabeth Brannon, Chair, adjourned the meeting at 9:26pm.

Cultural Arts Commission



February 24, 2026
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

DRAFT MINUTES

A. CALL TO ORDER

The Cultural Arts Commission met in a regular meeting with the following members present:

Elizabeth Brannon, Chair, Place 2
Beth Dilley, Vice Chair, Place 3
Ron Miller, Chair, Place 1
Laverne Amsterdam, Place 4
Murthy Mantha, Place 5
Cindy Jones, Place 6
Kevin Geise, Place 7, Alternate
Alison Moronta, Place 8, Alternate

with the following member(s) absent:

constituting a quorum with the following members of the Town Staff participating:

Rachel Hadidi, Director of Library Services
Samantha Stansbery, Administrative Assistant
Letitia Carter, Community and Cultural Events Manager
Travis Cunniff, Assistant Director of Parks and Recreation

B. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972.874.6000 during business hours.

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- Direct comments to the Board/Commission
- State your name and the municipality where you reside

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	Speaker name and municipality	Subject (as written on the form)
1.	Ann Martin, 4700 Oak Springs Dr	Just wanted to say "thank you!" to the Cultural Arts for all that have done, are doing, and will be doing.
2.		

** Indicates person did not wish to speak*

C. ANNOUNCEMENTS

Announcements from the members

Elizabeth Brannon, Chair, congratulated Rebecca on her move from Alternate Place 8, to Place 1. Chair also welcomed new member, Alternate Place 8, Alison Moronta.

Voices of Flower Mound Concerts at Lamb of God Lutheran Church

5/2/2026 7:00 PM

5/3/202 2:30 PM

Gospel BlueGrass band with the Voices of Flower Mound

5/24/2026 9:00 AM Lamb of God (National Anthem)

5/25//2026 9:00 AM Flower Mound Senior center (National Anthem)

6/27/2026 7:00 PM Patriotic Concert

6/28/2026 2:30 PM With the symphony and Trietsch Church Choir

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**Lewisville Lake Symphony**

3/20/2026 - Chamber Series 7:30 PM Trinity Presbyterian Church

4/10/2026 Beethoven 7:30 PM Lewisville Grand

4/19/2026 12:30 PM- Jazz Luncheon at Bistecca

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The Actor's Conservatory Theatre

Alice in Wonderland, Spring Show - April 23 to May 2

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**Flower Mound Community Orchestra**

Spring Concert: 3/14/2026 7:00 PM Trietsch Church

Summer Concert 4/21/2026 7:00 PM Trietsch Church

**D. STAFF/DIRECTOR REPORT**

1. Rachel Hadidi, Director of Library Services

Started off with welcoming and congratulating new positions on the Commission. Rachel announced that Beth Robertson-Walter, an 18-year Librarian, will be retiring at the end of March. Rachel then gave her staff report:

- iNaturalists currently have a display of the Green Acres display up at the Library.
- Friends of the Library had the Taste of Flower Mound event at the Library. This event raised over \$7,700 to fund projects at the Library. 43% of those that attended, reported that they returned to a restaurant they tasted at the event.
- Jennie Spiess graduated from the Lean Sigma Six program that was sponsored by the Town and other municipalities in the area, which improves efficiencies.
- One of our Librarians, Jean, was accepted into the Flower Mound Growth Academy through the Town.
- One of the upcoming projects the Library has, is to put murals in the last 2 study rooms that do not have them. The Library will reach out to Marcus High School to see if they have artists who will participate. If there aren't any students interested, then the Library will reach out to Flower Mound High School again.

2. Letitia Carter, Community and Cultural Events Manager  
Provided her staff report:

- Art walls across the Town
- Traffic Box Art Project applications deadline is March 31st.
- 2026 Arts Festival--Theme will be shapes. Brave Combo will be returning. Western Flyers will attend also. Bombshell Dance Company will return, as well as the Lewisville Lake Symphony. Art Productions Theatre Company will return. Tribal Evolution Dance will be returning. Flower Mound Community Orchestra will also be returning. We have 3 sponsors so far: CoServ, The Local Market, and Anderson Renewal. The Community Arts Project that will be on display at the Arts Festival will be Mini Houses.

3. Travis Cunniff, Assistant Director of Parks and Recreation  
Gave his staff report:

- There has been progress on the Arts Center for the Town. Liz, Chair of Cultural Arts Commission, will be part of the steering committee for the design phase of the Arts Center.
- Trotter Park will be in the middle of town. Design phase is almost complete so that the bidding phase should begin soon. This will offer another potential location for permanent art at a park.
- Holi Arts Festival on March 21st at Heritage Park.
- Grant recipients of art grant through the Town will be presenting their organizations at the next Cultural Arts Commission meeting.

- Introduced Lacy Foster to the Cultural Arts Commission. She is currently completing her internship for her degree, with the Town Parks and Recreation Department.
- Introduced Chuck Jennings, Parks and Recreation Director, attending the meeting as an observer.

**E. CONSENT ITEM(S)**

This part of the agenda consists of non-controversial, or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Approve minutes 11/5/25 - Consider approval of the minutes from November 5, 2025.

**ACTION:** Laverne Amsterdam moved to approve E.1. as presented in the agenda caption. Kevin Geise seconded the motion.  
**AYES:** Rebecca Wilson, Laverne Amsterdam, Beth Dilley, Murthy Mantha, Cindy Jones  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 5 : 0

2. Library Policies Addendum - Consider the approval of addendums to the Library Policies of the Flower Mound Public Library.

**ACTION:** Murthy Mantha moved to approve E.2. as presented in the agenda caption. Beth Dilley seconded the motion.  
**AYES:** Rebecca Wilson, Laverne Amsterdam, Beth Dilley, Murthy Mantha, Cindy Jones  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 5 : 0

**F. REGULAR ITEM(S)**

1. Artist Agreement for Peters Colony Memorial Park Project - Consider recommending for Town Council approval an Artist Engagement Agreement with Medwedeff Forge & Design for services associated with the Outdoor Artwork Services for Peters Colony Memorial Park Project, in the amount of \$100,000.00. Presentation given by Travis regarding Peter's Colony Memorial Park, arts involved and process for selection, and what art piece will be revealed when the park is completed. There will be a walk-through at the end of March and the park should be completed in April.  
 A vote was made for whether or not to recommend to Town Council an Artist

Engagement Agreement for this artwork.

**ACTION:** Beth Dilley moved to approve F.1. as presented in the agenda caption. Laverne Amsterdam seconded the motion.  
**AYES:** Rebecca Wilson, Beth Dilley, Laverne Amsterdam, Murthy Mantha, Cindy Jones  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 5 : 0

#### **G. RECESS REGULAR MEETING**

Elizabeth Brannon, Chair, recessed the regular meeting at 7:19pm.

#### **H. CALL WORK SESSION TO ORDER**

Elizabeth Brannon, Chair, called to order the work session at 7:20pm.

#### **I. WORK SESSION ITEM(S)**

1. Review and discuss the appointment of a Cultural Arts Commission committee charged with reviewing current Commission member duties and providing an update at a future meeting.

Elizabeth Brannon, Chair, explained the meaning of this work session item means. Went into a bit of depth on current expectations and further covered what the commission can actually do. Members will be reviewing in the near future and further discussion may be in some of the upcoming appointments. This would need to be a 3 person a subcommittee, so as to not have a quorum. The decision made was to form 2 subcommittees with different objectives. The two subcommittees were as follows:

- **Committee 1 – Identifying roles and duties of Commission**
  - Cindy, Kevin, Alison
  - [Town ordinance for the responsibilities of the commission](#)
  - [Website for duties of the commission](#)
- **Committee 2 – Benefits to and suggestions on how to increase public art, specifically outdoors, in the community**
  - Murthy, Rebecca, Laverne

We will get an update from each committee at the March 24th meeting, when we meet at 6:30pm.

2. Discuss outdoor art and the benefits of increased public artwork in the community.

Possible art that the committee can discuss for the Town:

- Murals
- Rotating sculpture displays
- Tree stump sculptures
- Whimsical art along trails
- Benches as art
- Thematic tree sculptures throughout the Town

#### **J. ADJOURN WORK SESSION**

Elizabeth Brannon, Chair, adjourned the work session at 8:03pm.

#### **K. RECONVENE REGULAR MEETING**

Elizabeth Brannon, Chair, reconvened the regular meeting at 8:03pm.

#### **L. FUTURE AGENDA ITEM(S)**

The purpose of this item is to allow the members an opportunity to bring forward items they wish to discuss at a future meeting.

1. Next meeting, the pre-designed phase for the Art Center will be complete and they will present their art.
2. Potential for other updates from subcommittees, if they are prepared and can notify staff by mid-March to have time to add it to the next agenda.

#### **M. COORDINATION OF CALENDARS**

1. Discuss the next Cultural Arts Commission meeting date.  
The next meeting will be Tuesday, March 24 at 6:30pm.

#### **N. ADJOURN REGULAR MEETING**

Elizabeth Brannon, Chair, adjourned the regular meeting at 8:07pm.

# Cultural Arts Commission

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November 5, 2025  
Town Hall  
2121 Cross Timbers Road  
Flower Mound, TX 75028

6:30 p.m.

## DRAFT MINUTES

### A. CALL TO ORDER

Elizabeth Brannon called the regular meeting to order at 6:30pm.

The Cultural Arts Commission met in a regular meeting with the following members present:

Vacant, Chair  
Virginia Curry, Place 1  
Elizabeth Brannon, Vice Chair, Place 2  
Beth Dilley, Place 3  
Laverne Amsterdam, Place 4  
Murthy Mantha, Place 5  
Cindy Jones, Place 6  
Kevin Giese, Place 7, Alternate  
Rebecca Wilson, Place 8, Alternate

constituting a quorum with the following members of the Town Staff participating:

Letitia Carter, Community and Cultural Arts Manager  
Travis Cunniff, Assistant Director Parks and Recreation  
Samantha Stansbery, Administrative Assistant Library Services

### B. ANNUAL ELECTION OF CHAIR AND VICE-CHAIR

|                 |                                                                                                   |
|-----------------|---------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>  | Laverne Amsterdam moved to nominate Elizabeth Brannon for Chair. Beth Dilley seconded the motion. |
| <b>AYES:</b>    | Virginia Curry, Beth Dilley, Laverne Amsterdam, Elizabeth Brannon, Murthy Mantha, Cindy Jones     |
| <b>NAYS:</b>    | None                                                                                              |
| <b>ABSTAIN:</b> | None                                                                                              |
| <b>RESULT:</b>  | 6 : 0                                                                                             |

**ACTION:** Laverne Amsterdam moved to nominate Beth Dilley for Vice Chair. Cindy Jones seconded the motion.  
**AYES:** Virginia Curry, Beth Dilley, Laverne Amsterdam, Murthy Mantha, Cindy Jones  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 5 : 0

### **C. PUBLIC COMMENT**

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- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

There were no public comments at this meeting.

### **D. ANNOUNCEMENTS**

Announcements from the members

Art Party--Friday, November 7th from 5-7pm. Opportunity for Cultural Arts Commission Members to volunteer at a Library event. Those volunteering should arrive at 4:30pm. Cross Timbers Artists Guild Tour--November 14th will be the opening reception at Studio Art House and November 15th art will be displayed at Studio Art House and many other locations in the tour.

### **E. PRESENTATION(S)**

There were no presentations made at this meeting.

### **F. STAFF/DIRECTOR REPORT**

1. Letitia Carter, Community and Cultural Events Manager  
Letitia Carter, Community and Cultural Events Manager, gave a report on behalf of Library Services with the Director out for a professional conference.

- Art Party is on Friday November 7 from 5-7pm. Thank you if you have confirmed attendance. Last year we had approximately 1500 people attend. If you are volunteering, we suggest arriving no later than 4:30 to easily find parking.

- Library Birthday Party is on Tuesday November 25 from 2-4pm. We will announce the bookmark contest winners, have giant party games and a birthday cake!
- Taste of Flower Mound is a partnership event with Town of Flower Mound Economic Development and Friends of the Flower Mound Public Library to fundraiser to expand the Library's Creation Lab and a Children's Play Patio. Proceeds from ticket sales and beer and wine sales will benefit the Friends of the Library. This is to increase partnerships and awareness of local restaurants. The event will take place on Friday, February 6 from 6-8pm. Ticket sales will go live the first week of November. (This was stated as November 6 but clarified to be February 6).

Letitia Carter, Community and Cultural Events Manager, gave her staff report.

- Arts Walls Celebrate the artists who help make the 2025 Arts Festival a success.
  - Artist Meet and Greet on Thursday, November 13 from 6:00-7:30pm at Town Hall.
- CAC Blueberry the Dinosaur is asking the Community to decide her favorite location and where did she get her name. Voting will continue through the end of November.
- Paint a Chair!
- Do Your Part Make Some Art
  - Discover Ancient Egypt with Ray Watson
  - Economic Development Director will have replica artifacts for Egypt
  - Art activities
  - A harpist
- Chalk the Park was canceled due to projected rain
- Artist Workshop with Beth Dilley
- Fall Into Flower Mound Festival we had 750 pumpkins decorated by festival goers.
- Traffic Signal Box Art Project has \$100 artist fee
- Arts Festival at Heritage Park update in 2026
- Tish also presented a slide show to highlight all the events from the previous year, progress, and successes!

2. Travis Cunniff, Assistant Director of Parks and Recreation

Travis Cunniff, Assistant Director of Parks and Recreation, gave his staff report.

- Peter's Colony Memorial Park Public Art Project
  - details have been sent to artists. Virtual meetings should start in December. The hope is to have substantial completion in January.
  - Legacy monuments/Children's memorials—creating a landing page soon for submissions.
- Arts Center
  - Contract has been signed with Architects.

- Kick off meeting went well.
- Working on stakeholder meetings.
- Few staff and County Judge Eads to Phoenix for tours of 3 Arts Centers there.
- Events
  - Fall into Flower Mound (10/10 & 10/11) approximately 12000 people. This was a very successful event, especially being the first one we have done.
  - Diwali Festival of lights (11/1) was originally the weekend before but was rained out and rescheduled. There were many attendees.
  - Veterans Day Ceremony coming up Sunday, November 9th at the FMHS football stadium from 1-3pm. Food, ceremony, Voices of Flower Mound performance, and Medal of Honor winner speaker.
  - Working on potential of art popup gallery in the future.

There was a slight bit of discussion as to where funding comes from.

**G. CONSENT ITEM(S)**

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1. Approve minutes 9/25/25 - Consider approval of the minutes from September 25, 2025.

**ACTION:** Laverne Amsterdam moved to approve G.1. as presented in the agenda caption. Beth Dilley seconded the motion.

**AYES:** Virginia Curry, Beth Dilley, Laverne Amsterdam, Murthy Mantha, Cindy Jones

**NAYS:** None

**ABSTAIN:** None

**RESULT:** 5 : 0

**H. REGULAR ITEM(S)**

There were no regular items at this meeting.

**I. FUTURE AGENDA ITEM(S)**

The purpose of this item is to allow the members an opportunity to bring forward items they wish to discuss at a future meeting.

Hoping to have an update on the Peter's Colony Memorial Park Art Project and possibly the Arts Center.

**J. COORDINATION OF CALENDARS**

Art Party--Friday November 7th from 5-7pm at the Library  
Birthday Party--Tuesday November 25th from 2-4pm at the Library.  
Next meeting--Thursday January 22nd at 6:30pm at Town Hall.

1. The next Cultural Arts Commission meeting is scheduled for January 22, 2026.

**K. ADJOURN**

Elizabeth Brannon, Chair, having exhausted the agenda adjourned the regular meeting at 7:20pm

## COLLECTION DEVELOPMENT

- The foundation of any public library is a broad and varied collection of information resources including print, media and electronic resources, which meet the educational, informational, recreational and cultural needs of the community it serves. The Flower Mound Public Library was established to serve everyone within the Library's service area and recognizes individuals and groups within the community have diverse interests, backgrounds and needs.
- The purpose of the library selection process is to acquire materials in accordance with the mission and goals of this library within budgetary constraints. The Library's mission states: "The Flower Mound Public Library supports education in our community by providing access to information, creating young readers, fostering success in school, and facilitating lifelong learning. The Library contributes to the quality of life in Flower Mound by stimulating imagination, celebrating diversity, and encouraging creativity in a space that meets the needs of the community." The Library upholds the right of the individual to secure information, even though the content may be controversial, unorthodox, or unacceptable to others. Materials in the library present a diversity of view points, enabling citizens to make the informed choices necessary in a democracy.
- Ultimate responsibility for materials selection rests with the Library Director who operates within the framework of policies approved by the Cultural Arts Commission. The Library Director delegates the task of collection development to professional staff.
- The Library strives to collect materials offering differing points of view. The primary criteria used in selecting material include: popular demand, quality, accuracy, authority, timeliness, enduring value, social significance, cost and availability of material on the topic. Other criteria may apply in certain circumstances. Materials are judged on the basis of the content and style of the work as a whole.
- Materials are selected for the Library using a variety of sources, including professional journals, trade journals, subject and genre bibliographies, publisher catalogs, reviews in the popular press, and suggestions from patrons. Materials must meet one or more of the following criteria to be selected.
- Criteria:
  - Reviews from professional library resources/journals
  - Authoritativeness and/or reputation of the author
  - Relevance to interests and needs of the community
  - Price, availability, and Library materials budget
  - Extent of publicity, critical review, and current or anticipated demand
  - Currency and accuracy of information
  - Level of need within the existing collection
  - Impartiality or absence of bias
  - Aesthetic qualities or literary merit

## COLLECTION DEVELOPMENT

- Criteria continued
  - Technical aspects such as illustrations, sound, and clarity
  - Suitability of the physical form for library use
  - Online resources are also evaluated based on accessibility and availability of library licensing
  - In most cases, the Library will not purchase self-published materials that are not reviewed in established review journals. The Library will accept self-published materials from local authors that will be considered based on the above criteria.
- Flower Mound Public Library does not attempt to meet curriculum needs of educational programs at any level.
- The Library will not purchase materials that use text or images created by generative AI. Donated materials will not be considered if they contain text or images created by generative AI.
- Materials are selected in the most appropriate format for the conditions under which they will be used, with consideration given for cost and length of use. E-content will be selected using the same criteria as other materials.
- Multiple copies will be purchased for titles that have high demand. Multiple copies of classics and required reading for the school district will be purchased as appropriate and within budget considerations.
- In order to maintain an up-to-date collection, worn and outdated materials are continuously reviewed and withdrawn from the collection as needed. Materials may also be withdrawn if they are seldom used or are superseded by a new edition or better work on the same subject. The CREW method: Expanded Guidelines for Collection Evaluation and Weeding for Small and Medium-Sized Public Libraries, published by the Texas State Library, is used as a guideline for collection maintenance.
- Requests to reconsider library materials must be made in writing, using the “Request for Reconsideration of Library Materials” form. Requests will only be accepted from adults who are both a Flower Mound resident and a Flower Mound Public Library cardholder in good standing. The Director, in conjunction with the Library’s department managers, will consider requests and communicate the decision in writing to the requestor. The Director will inform the Cultural Arts Commission of all requests for removal. Requests that have been denied may be appealed by making a written request to the Cultural Arts Commission. An item may only be reconsidered once. Once an item goes through the reviewal process, it may not be reconsidered again.

## LIBRARY PROGRAMMING

- Library programs are provided as a service to Flower Mound residents based on the goals of the Library's Strategic Plan. Responsibility for programming rests with the Director of Library Services, who delegates planning and coordinating of library programs to the Library managers. Programs may be planned and presented by Library staff, or outside presenters may be used. Professional performers and presenters that reflect specialized or unique expertise may be scheduled for Library programs. Presenters who can present at no charge will be given preference, but professional presenters may be hired as needed.
- All Library programs are open to the public. Some programs may be limited to cardholders or have age limits or other attendance restrictions. Library programs are free. Registration may be required for planning purposes or when space is limited. Any sales of products at Library programs must be approved by the Library. Programs may not be commercial, religious, or partisan in nature. Library sponsorship of a program does not constitute an endorsement of the content of the program, or the views expressed by participants.
- The Library staff uses the following criteria in making decisions about program topics and providers:
  - Community needs and interests
  - Relevance to community issues
  - Availability of program space
  - Appropriate for intended audience
  - Presentation quality
  - Presenter background/qualifications in content area
  - Budget
  - Historical or educational significance
  - Connection to other community programs, exhibitions or events
  - Relation to Library collections, resources, exhibits and programs
- Individuals or organizations wishing to present a library-sponsored program must submit a Flower Mound Public Library Program Proposal. External presenters must coordinate marketing efforts with the Library staff.

## POSTERS, FLYERS, DONATION BOXES AND DISTRIBUTION OF FREE LITERATURE

- The Library has limited space available for posters, flyers and the distribution of free literature. Only space designated by the library may be used. Items larger than 8.5" x 11" cannot be displayed due to space limitations. Items may be displayed until the date of the event or for 30 days, whichever comes first. When items are removed they will be discarded by Library staff.
- First priority will be given to Library and Town of Flower Mound materials. If space is available the Library will display posters, flyers and free literature for non-profit organizations that serve the citizens of Flower Mound. Items of a personal, commercial, political or religious nature may not be posted or displayed.
- As a service to the public the library will provide space for a limited number of free magazines, directories, shoppers' guides, and similar types of literature. The decision to provide free literature will be made by Library staff based on appropriate available space and the relationship of the literature's contents to the mission and goals of the Library and the Town of Flower Mound.
- The display of any item does not imply advocacy or endorsement by the Library or the Town of Flower Mound. All items for display must first be approved by the Director or his/her designee. Items posted without approval will be removed and discarded by Library staff.
- The Library will have donation boxes for Town and Library partners for collection of materials.
- The Library Director or designee can approve community partner boxes based on space. Collection boxes are limited to 30 days and one request per year.