



City of Pflugerville

Minutes - Final

Library Board

Wednesday, December 8, 2021

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Dawn Janacek

Nick Crissy

Bridget Boswell-Muntz

George Sylvie

Carl Moore Jr.

Emily Miller

Rachel Heath

Jillian Arzipe - Alternate

Landon Self, Hendrickson - Student Liaison

1. Call to Order

Chair Janacek called the meeting to order at 6:00 p.m.

Board Members Present: Dawn Janacek (Chair), Emily Miller, Rachel Heath, Carl Moore, Jr., Bridget Boswell-Muntz (Secretary) and Jillian Arizpe (Alternate).

Nick Crissy (Vice Chair) and George Sylvie were absent.

Staff: Jennifer Griswold – Library Director, Daniel Berra – Asst. Library Director

Public Guest: Charity Hill

2. Citizen Communication

The Library Board welcomes public comment on items relevant to the Pflugerville Public

Library. Public comment that is made on an item that is not on the published agenda will only

be heard by the Library Board. No formal action, discussion, deliberation, or comment will be made.

None

3. Approval of Minutes

3A. [2021-1269](#)

Discuss and consider action to approve the Library Board regular meeting minutes of November 10, 2021.

Minutes approved as submitted.

4A. Discuss Only

- 4A. [2021-1267](#) Library Director Report.
Jennifer Griswold, Library Director

Director Griswold reported approximately 300 – 400 guests are visiting the library per day. We expect that number to rise as we begin reintroducing programs. Some programs will remain hybrid or virtual. We are hopeful that by Spring or Summer we will be able to reintroduce larger programs. Virtual programs have remained popular including a talk for home school youth by Dr. Clark Wernecke of the Gault School of Archaeological Research. Some other highlights include: a Fall Plant Swap, the Pflugerville Quilt Guild's current quilt display and our new Teen Internship Program.

- 4B. [2021-1268](#) Report on the Friends of the Library activities.
Jennifer Griswold, Library Director

Director Griswold reported the Friends held their first book sale since the pandemic began and made over \$300. They are working with Senior Librarian Amanda Cawthon on putting together a program in March related to a grant they received.

- 4C. [2021-1271](#) Teen Liaison reports.
Landon Self, Hendrickson High School

None

- 4D. [2021-1272](#) Library Board meeting location
- City Administration has asked the Board to move their meetings to the City Council Chambers starting in January in order to more easily record them.

5. Discuss and Consider Action

- 5A. [2021-1270](#) Review and approve 5-year-plan
Jennifer Griswold, Library Director

Approved

Director Griswold started by reviewing the FY 2023 section. This section features a new goal called Professional Standards which includes items like expanded involvement in professional organizations. She would like to include adding a marketing person here also.

In the FY 2024 section, highlights include: start design and planning for new facility or expansion and expanding partnerships to bring more social services to the community. Secretary Boswell-Muntz asked if the Georgetown Library had a designated space for this. Director Coffey responded that they do have a

social worker on staff. We have explored the option of a grant that would allow us to share a social worker with other nearby libraries. Board Member Heath asked about starting a sponsorship program. Director Coffey responded that she supports this idea and the city is working on a policy. Board Member Heath suggested adding this into the plan. Chair Janacek pointed out that the names of staff should be removed. Board Alternate Arizpe asked if legislative days are every year or only when the legislature is in session. Director Coffey responded only when in session. This should be removed from alternating years. Board Member Heath suggested making a distinction between internal and external, for example with technology. Director Coffey agreed. Board Member Heath asked if the items related to programming were more of a guide or specific plans. Director Coffey responded that the early years in the plan are stricter with the later years being more vague.

Board Member Miller asked how a decision regarding a branch would be reached. Director Coffey responded that first there will be a needs assessment, followed by a bond committee, then a vote. The current building more than doubled in size with the previous expansion but is too small for the needs of the community. We also need to address the growth to the east. We realize there are many options and will remain flexible.

Board Member Heath made a motion to approve the 5-year plan with the recommended changes and edits. Board Member Moore, Jr. seconded the motion. The Board voted unanimously to approve.

6. Adjourn

Chair Janacek adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Jennifer Coffey Griswold, Library Director

Approved as submitted on January 12, 2021