



City of Pflugerville

Minutes - Final

Library Board

Wednesday, March 10, 2021

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting (Telephone/Video Conference)

NOTICE IS HEREBY GIVEN in accordance with order of the Office of the Governor issued

March 16, 2020, the Library Board will conduct this Meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There will be no public access to the location described above.

This Meeting Agenda, and the Agenda Packet, are posted online at <https://pflugerville.legistar.com>

This telephonic/video meeting will be hosted through WebEx.
Meeting Public URL: <https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=ef92a8f4df98e87b2d5c6c696638e8094>
Meeting Number / Code: 187 095 1612
Dial-in Number: +1-408-418-9388 (US toll)

Citizens Communication will only be allowed via telephone/video conference. All speakers must register to speak at least 2 hours in advance of the meeting. All comments will occur at the beginning of the meeting under the Citizens Communication item. Speakers must call in at least 15 minutes prior to the meeting start in order to speak. Written comments may also be submitted 2 hours in advance of the meeting.

To register to speak or to submit written comments, please email DanielB@pflugervilletx.gov at least 2 hours in advance of the meeting. A recording of the telephone/video meeting will be made, and will be available to the public upon written request.

Library Board Members:**Dawn Janacek****Nick Crissy****Bridget Boswell-Muntz****George Sylvie****Carl Moore Jr.****Emily Miller****Rachel Heath****Jillian Arzipe - Alternate****Chance Janacek - Student Liaison****1. Call to Order**

Vice Chair Crissy called the meeting to order at 6:01 p.m. (Meeting conducted virtually via WebEx).

Board Members Present: Nick Crissy (Vice Chair), Bridget Boswell-Muntz (Secretary), George Sylvie, Emily Miller, Rachel Heath, and Jillian Arizpe (Alternate).

Dawn Janacek (Chair) and Carl Moore, Jr. were absent.

Teen Liaison: none

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

City: Trey Fletcher – Deputy City Manager

2. Citizen Communication

None.

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.

3. Approval of Minutes

- 3A. [2021-0251](#) Discuss and consider action to approve the Library Board regular meeting minutes of February 10, 2020.

Minutes approved as submitted.

4. Discuss Only

- 4A. [2021-0248](#) Report on the Friends of the Library activities.

Jennifer Griswold, Library Director

Director Coffey reported the Friends continue to work with a volunteer to raise funds. Their Book Bundle sales are going well, with purchases made online and books made available for pick up through our curbside service.

4B. [2021-0247](#)

Teen Liaison reports.

Chance Janacek, Weiss High School

None.

4C. [2021-0246](#)

Library Director Report.

Jennifer Griswold, Library Director

Director Coffey reported we are still looking for teen liaisons. She indicated it might be difficult at this point of the semester and we might have more luck in the fall. Director Coffey explained that some of the good programming ideas offered by board members like offering programs at parks or on PFTV, would not be pursued at this time. The current offerings of virtual programs has the programming staff very busy. We will consider these ideas as we transition toward reopening in the coming months. Virtual programming remains the best option at this point and these virtual programs require more staff time to plan and conduct than our normal in-person ones. We continue to follow Austin Public Health guidelines and the reopening plan we created in July, with some adjustments like resuming our homebound delivery service.

Regarding the idea to connect more with PFISD schools, Director Coffey reported that she did not approach the school board as there needs to be a clear distinction between our library and the school district. Our missions differ, including our collection development policy. We do work with PFISD and support students in many ways including: providing the district's summer reading titles in our collection, providing SAT/ACT preparation programs and resources, outreach events, promotion of our resources and services through the district's flyers, events like the book distribution held this summer, DigiT cards for students, direct access to our eBook collection through the district's Sora App, a virtual tutoring service and more. We also directly support the area's homeschool population with services and programs. Board Member Sylvie responded that he understands the situation and recognizes how we partner with PFISD. He suggested we add wording in the 5 Year Plan indicating these ongoing efforts.

Director Coffey pointed out one area we could expand is in marketing our services, resources and programming to the community. We are exploring ways to better inform the public. Stats continue to look good with curbside and virtual program attendance are solid.

Vice Chair Crissy inquired about the library response to the recent news regarding the Dr. Seuss books being removed from publication. Director Coffey responded that we have not removed any of those titles from the collection. We are having continued staff discussions on the subject. We have not received any complaints or material challenges from the community. In the

event there was a material challenge, we have a set process which includes bringing the matter before the library board. Board Member Boswell-Muntz added the controversy surrounding Dr. Seuss is not new. She applauded the effort to discuss the issue as a staff. Vice Chair Crissy added that he has always resisted the idea of banning books.

5. Discuss and Consider Action

5A. [2021-0249](#) Covid-19 Continuity of Operations.

We continue with our normal Covid operations including curbside pickup and virtual programming. We are sticking to our reopening plans at this time, which are tied to the Austin Public Health stages.

Vice Chair Crissy asked how the lending of laptops was going. Asst. Director Berra replied that all of the laptop combos (laptop and Wi-Fi hotspot) are currently checked out. We have not had any issues with having them returned in a timely manner.

5B. [2021-0250](#) 2021 Goals Discussion

Director Coffey indicated that last month's discussion related to the facility. As an update on that subject, we are looking to budget for new furniture that will withstand the weather better in the courtyard. The furniture currently in the courtyard will be moved to the covered area behind the library. The Salvia room is being repurposed as an extension of the Pfab Lab.

The next topic is material goals. The first item is addressing the material needs for the collection. This includes an ongoing process of ensuring we offer inclusive materials. We have an extensive collection development policy. The second item is to conduct a survey, a potential time for a follow up to our last survey is September. The third item is including inclusive language in our catalogue entries. The fourth item is alternative delivery methods. We have restarted our homebound delivery service and continue to explore other options including book mobiles and library vending machines. The final item is our ongoing process of conducting inventory and weeding the collection. We continue to find ways to increase the collection size, especially with materials in electronic formats.

Board Member Heath asked about the licensing agreements for our collection of virtual resources and electronic collections. Director Coffey responded that it depends on the individual vendors and publishers. Asst. Director Berra added that with eBooks we try to balance availability and cost by offering a variety of platforms with different models. For example, with Overdrive the eBooks are purchased individually, but it is generally one copy, one user so there is often a wait time for specific titles. With Hoopla, we offer their entire catalog and pay for each individual use of one of their titles. With this model there is not a wait time. Board Member Heath asked if we are open to the idea of expanding what software we make available. Director Coffey responded that we are open to new ideas. Board Member Sylvie asked if we have any historical collections or materials. Director Coffey responded that we have the Pflugerville Local History Digital Archive available online and a local history collection at the library.

6. Future Agenda Items

- 6A.** [2021-0252](#) Upcoming Agenda Items
Dawn Janacek, Library Board Chair
None.

7. Adjourn

Vice Chair Crissy adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Jennifer Griswold
Library Director

Approved as submitted on April 14, 2021