



City of Pflugerville

Minutes - Final

Library Board

Wednesday, February 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?](https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=e4b35387907dcfd1056cec56f8abd1007)

MTID=e4b35387907dcfd1056cec56f8abd1007

Meeting Number / Code: 146 096 8997

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**

Chair Janacek called the meeting to order at 6:00 p.m. (Meeting conducted virtually via Webex).

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

Teen Liaison: Chance Janacek, Weiss High School

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

City: Trey Fletcher – Deputy City Manager

2. Citizen Communication

One citizen attended the meeting, Robert Romig.

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. [2021-0164](#) Discuss and consider action to approve the Library Board regular meeting minutes of February 10, 2020.

Minutes approved as submitted.

4. Discuss Only

- 4A. [2021-0160](#) Report on the Friends of the Library activities.
Jennifer Griswold, Library Director

Director Coffey reported the Friends have begun their “Buy the Bundle” program offering books for sale online and picked up through the library’s curbside service.

4B. [2021-0159](#)

Teen Liaison reports.

Chance Janacek, Weiss High School

Chance Janacek reported on Weiss High School. SAT and ACT testing will begin soon. Director Coffey pointed out that we offer electronic resources to help with preparation for these tests and suggested Chance could pass this information along.

4C. [2021-0158](#)

Library Director Report.

Jennifer Griswold, Library Director

Director Coffey reported the library received the Achievement of Excellence Award from the Texas Municipal Library Directors Association. We are one of only 56 libraries (10%) in the state to be recognized. The library courtyard is open again for public use during the hours of curbside pickup. We are restarting our Homebound Delivery Service utilizing a vehicle from the city’s Planning Department. Program highlights include: Quaranteen Time Capsule, Winter Reading Challenge for adults, Conversational English, Spice of the Month Club and Mr. Will Music Show. We also held a blood drive with We Are Blood in the library parking lot on 1/5.

4D. [2021-0161](#)

Update on Teen Liaison search.

Jennifer Griswold, Library Director

The search is still in progress, we have reached out to school librarians but have not heard anything yet. We will continue to spread the word.

5. Discuss and Consider Action

5A. [2021-0162](#)

Covid-19 Continuity of Operations.

We have resumed opening the courtyard for the public and will soon resume Homebound Delivery. We will fill the two vacant part-time positions which will allow us to expand hours, then days for our curbside service. Our IT department has worked with us to make laptops available for checkout. Currently we are offering 3 combos with laptop and hotspot together and will soon add 7 additional laptops to circulation.

5B. [2021-0163](#)

2021 Goals Discussion

Director Coffey began the discussion by highlighting our status on several goals from the 5 Year Plan. In relation to the facility we have accomplished the following: expanded our usable outdoor area by extending the Wi-Fi to cover the parking lot, added plastic dividers and rearranged furniture for distancing to prepare for eventual reopening and explored ideas for additional service points and uses of community space.

Chair Janacek suggested seeking more public involvement like reading a book to the public at certain outdoor areas that would allow for social distancing like Northeast Metropolitan Park. Board Member Moore Jr. suggested retrying the Google Partners program as a way to engage with the community. He also suggested pursuing corporate sponsorships to help with needs that fall outside the budget. Vice Chair Janacek agreed and added that something like a Venmo account would make it easier to donate funds to the library. Deputy City Manager Fletcher responded that the city is looking into other ways to accept payments in a way that ensures PCI compliance. Board Member Heath agreed with the idea of sponsorships and suggested a 6 month goal to create a sponsorship guideline document then rolling out plan during the rest of the year.

Vice Chair Crissy suggested offering storytimes on a public access channel and Director Coffey replied she would look into it.

Board Member Sylvie mentioned the trouble getting students interested and fully engaged in the Teen Liaison positions and suggested reaching out to the school board or principals to better understand their needs and how we can support them. He suggested the liaisons could play a more active role in this regard. Board Member Boswell-Muntz responded that students are facing a lot of pressure related to the pandemic which might be affecting their interest in this commitment. She suggested we might engage more at schools next year to help spark interest. Director Coffey responded that prior to the pandemic we visited many schools as part of our outreach efforts and will resume once it is safe. She asked if any board members would be interested in participating in this effort and Board Members Sylvie and Boswell-Muntz both indicated they are interested. Director Coffey added that we have worked with the school district to support students throughout the pandemic with book distributions, expansion of the DigiT card program, increased access to our eBook collection through the district's SORA app and with the addition of Brainfuse Help Now virtual tutoring service. She credited Youth Service Librarians Amanda Cawthon and Melissa Grzybowski with this effort.

6. Future Agenda Items

6A. [2021-0165](#)

Upcoming Agenda Items

Dawn Janacek, Library Board Chair

Director Coffey indicated she would bring back the 2nd goal of the 5 Year Plan to discuss further.

Vice Chair Crissy asked about the status of corporate sponsorships. Director Coffey responded that the city is working toward a unified plan. Deputy City Manager Fletcher added that the city needs to have a policy and that the Friends of the Library have a big role to play in this area.

7. Adjourn

Chair Janacek adjourned the meeting at 6:39 p.m.

Respectfully submitted,

Jennifer Griswold
Library Director

Approved as submitted on March 10, 2021