



City of Pflugerville

Minutes - Final

Library Board

Wednesday, November 12, 2025

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Matt Robertson - Chair

Sarah Eddy - Vice Chair

Jillian Arizpe

Mia Medina

Oscar Flores

Jocelyn Franke

Shawn Mann

Madison Gramling, Alternate

1. Call to Order

Board Member Arizpe called the meeting to order at 6:00 p.m.

Board Members Present: Sarah Eddy (Vice Chair), Shawn Mann, Jillian Arizpe, and Jocelyn Franke, Madison Gramling (alternate) and Oscar Flores.

Board Members Absent: Matt Robertson (chair), Mia Medina

Library Staff: Daniel Berra – Asst. Director, Tiara Allen – Marketing and Outreach Coordinator

Friends of the Library: Aaron Millis

Teen Liaison: Lucas Tong

2. Public Comment

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. Each person providing public comment will be limited to 3 minutes.

3. Approval of Minutes

- 3A. [2025-0901](#) Discuss and consider action to approve the Library Board Regular

Meeting Minutes of October 8, 2025.

Matt Robertson

Minutes approved as submitted.

4. Discuss Only

4A. [2025-0897](#)

Discussion regarding Friends of the Pflugerville Library Report.

Friends of the Pflugerville Library

Aaron Millis reported the most recent book sale was another success, including signing up a good number of new members. The Friends will take part in Giving Tuesday in December to raise funds through donations. They are also helping with an outreach event next week. Their next meeting is November 18th.

4B. [2025-0898](#)

Discussion regarding student liaisons opportunity to report on library related matters.

Lucas Tong, Hendrickson High School

Jade Jenkins, Hendrickson High School

Liaison Tong reported that Hendrickson High School has a new librarian.

4C. [2025-0709](#)

Discussion regarding the Library Board with the Youth Advisory Council.

Trista Evans, City Secretary

The Youth Advisory Council was not in attendance.

4D. [2025-0902](#)

Discussion regarding marketing and outreach update.

Tiara Allen, Marketing and Outreach Coordinator

Tiara Allen reported October was a busy month for outreach with school visits and Trunk or Treat events. She coordinated with a local Senior Center to have them visit the library during the last Friends Book Sale to give their seniors a chance to find cheap books while also touring the library. She continues to work with the City's Communications Department on the library mascot project. Currently looking at releasing a digital version early next year.

4E. [2025-0903](#)

Discussion regarding Library Director Report.

Jennifer Griswold, Library Director

Asst. Director Berra offered the monthly report. Statistics look good as we start the new Fiscal Year. Program highlights from last month include: a Trinket Swap, Robotics Class for Tweens, 7th Annual Pawject Runway and a Master Gardeners Presentation on Tasty Teas. Upcoming programs include Renaissance Pfaire, Scholastic Book Fair and Winter Book Buzz. The city is considering changing all Board meetings to quarterly. The Library is considering moving the board meeting start time to 6:30 PM. This will be discussed again.

5. Discuss and Consider

- 5A. [2025-0905](#) Discuss and consider action on the annual Library Happiness Survey.
Jennifer Griswold, Library Director

The Board discussed ideas for the annual survey. They like the idea of focusing on barriers to access and participation in areas such as event attendance, wait times for materials and e-resources. No action was taken and item will be brought back next month.

6. **Adjourn**

Board member Arizpe adjourned the meeting at 6:20 p.m.

Respectfully submitted,

Jennifer Griswold, Library Director

Approved as submitted on December 10, 2025.