



City of Pflugerville

Minutes - Final

Library Board

Wednesday, August 13, 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

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

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

Library Staff: Jennifer Griswold – Library Director, Daniel Berra – Asst. Director, Tiara Allen – Marketing and Outreach Coordinator, Melissa Grzybowski – Head of Youth Services

City Staff: Emily Barron – Asst. City Manager

Friends of the Library: Kimberly Reist

Teen Liaisons: Lucas Tong, Jade Jenkins

2. Public Comment

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. [2025-0574](#) Discuss and consider action to approve the Library Board Regular

Meeting Minutes of May 14, 2025 and June 11, 2025.

Minutes approved as submitted.

4. Discuss Only

4A. [2025-0571](#)

Discussion regarding Library Director Report.

Jennifer Griswold, Library Director

Director Griswold reported the statistics look good, with some down slightly but within the normal fluctuations. Program highlights from the June report included Maker Pfest, Trans Clothing Swap, Teen Movie Night and Family Night: John O'Bryant Magic Show. Program highlights from the July report included Kids Club: Folktale Castle Building, Arts and Music with Miss Sandi, Tween Book Tasting, Pay it Forward and the Blue Team winning the Summer Reading Challenge.

4B. [2025-0572](#)

Discussion regarding Friends of the Pflugerville Library Report.

Friends of the Pflugerville Library

Kimberly Reist reported on behalf of the Friends of the Library. Their financials remain strong. They had their most successful book sale raising \$3,000 and signing up 35 new members. The Friends request to name the old wing of the library in honor of Audrey Dearing was approved by City Council. The next Friends meeting is August 19.

4C. [2025-0573](#)

Discussion regarding Library budget.

Jennifer Griswold, Library Director

Director Griswold gave an update on the FY26 budget. The overall city budget will be lower and that includes the library. This was caused by various factors including a comptroller office error, the economic situation around the country and lower development fee revenue for the city. The smaller budget will not affect our program offerings, but there will be a decrease in funds for our collection. The budget is moving through the process with City Council.

4D. [2025-0575](#)

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

Lucas Tong, Hendrickson High School

Jade Jenkins, Hendrickson High School

Teen Liaison Jade Jenkins reported that school started today. Freshman orientation was held in the school library. Phone ban is in effect and will shift how technology is handled by the school. Teen Liaison Lucas Tong also mentioned the phone ban.

4E. [2025-0579](#)

Discussion regarding marketing and outreach update.

Tiara Allen, Marketing and Outreach Coordinator

Marketing and Outreach Coordinator Tiara Allen gave an update. Tiara had 3 interns helping over the summer. Outreach is picking up again as school starts. Attended the Greater Austin Comic Con as an outreach opportunity. Showed the mockups of Pflash the Pfirefly and the Board picked option one. She will

finalize the process with the Communications Department.

4F. [2025-0631](#)

Discussion regarding Summer Reading Program.

Melissa Grzybowski, Head of Youth Services

Head of Youth Services Melissa Grzybowski gave an update on Summer Reading. We had 414 people register for the reading challenge and 258 log hours. A total of 6848.53 hours of reading time was logged at an average of 26.54 hours per reader. There was a slightly smaller number of programs offered due to being down a Youth Librarian Position.

5. **Discuss and Consider Action**

5A. [2025-0577](#)

Discuss and consider action on five-year plan committee.

Jennifer Griswold, Library Director

The board offered feedback and edits on the draft of the plan. Members were asked to send any additional edits to Jennifer before the next meeting. It will be brought back next month.

5B. [2025-0578](#)

Discuss and consider action on library policies.

Jennifer Griswold, Library Director

Board Chair Robertson made a motion to approve the policies with the edits. Board Member Flores seconded. The motion passed unanimously.

6. **Adjourn**

Chair Robertson adjourned the meeting at 6:31 p.m.

Respectfully submitted,

Jennifer Griswold, Library Director

Approved as submitted on September 10, 2025.