



City of Pflugerville

Minutes - Final

Library Board

Wednesday, June 12, 2024

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Jillian Arizpe- Chair

Larissa Brazener- Vice Chair

Matt Robertson

Sarah Eddy

Holly Griffin

Laura Goettsche

Rosie Riddick

1. Call to Order

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

Board Members Present: Jillian Arizpe (Chair), Larissa Brazener (Vice Chair), Matt Robertson, and Holly Griffin.

Board Members Absent: Sarah Eddy, Laura Goettsche and Rosie Riddick

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

Friends of the Library: Kimberly Reist

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

3. Approval of Minutes

- 3A. [2024-0586](#) Discuss and consider action to approve the Library Board Regular Meeting Minutes of May 8, 2024.

Jillian Arizpe, Chair

Minutes approved with one correction.

4. Discuss Only

- 4A. [2024-0587](#) Discussion regarding Friends of the Pflugerville Library Report.
Aaron Millis, Friends of the Pflugerville Library

The Friend's report was given by Friends member Kimberly Reist. The Friends are doing well financially and continue to fulfill requests to support library programs. They held another successful book sale, including signing up a good number of people for new memberships. They did not receive the Moody Grant, but will look to fund the related library program anyway. They will participate in Pay if Forward at the end of July. The next meeting is June 18th. The next book sale is August 22nd. Board Member Robertson suggested they add more details on the application to include skills and interests. Kimberly said she would take this back to the Friends Board.

- 4B. [2024-0588](#) Student Liaison Report.
Lucas Tong, Hendrickson High School

Not in attendance.

- 4C. [2024-0590](#) Discussion regarding the Library budget progress.
Jennifer Griswold, Library Director

Director Griswold reported that she met with the City Manager and Finance Team to review the proposed budget. No new positions will be added in the city next year, so the library requested positions have been removed. The entire city budget will be presented to City Council later in the summer. Ongoing projects for this fiscal year include installing 3 new mini-split A/C units, roof repairs and we have several interns over the summer.

- 4D. [2024-0591](#) Discussion regarding Library Director Report.
Jennifer Griswold, Library Director

The stats continue to look strong. May programming numbers slow down a bit as we prepare for the Summer. Program highlights include: Anti-Prom, Small Business Workshop: Legal Considerations and Let's Talk About Bees presented by Travis County Master Gardeners. Since we began offering the Book Locker in February, we've had 362 items delivered and 262 items picked up. Tiara Allen will attend the next meeting to give a marketing update. Director Griswold will be attending the American Library Association conference in San Diego in June.

5. Discuss and Consider Action

- 5A. [2024-0589](#) Discuss and consider action regarding part one of the Five- Year Plan.
Jillian Arizpe, Chair

The Board discussed the changes to the first sections of the Five-Year Plan suggested by the 5-year plan committee. They added additional suggestions. The entire plan will be approved once the review process is complete. Next month Director Griswold will bring the next sections to review.

6. Adjourn

Chair Arizpe adjourned the meeting at 6:40 p.m.

Respectfully submitted,

Jennifer Griswold
Library Director

Approved as _____ on July 10, 2024.