



City of Pflugerville

Minutes - Final

Library Board

Wednesday, May 12, 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=eac18a1cb7916e5155c539574aaf98954>

Meeting Number / Code: 187 695 2673

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 6:01 p.m. (Meeting conducted virtually via WebEx).

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

Rachel Heath was absent.

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

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. [2021-0490](#)**

Discuss and consider action to approve the Library Board regular meeting minutes of April 14, 2021.

Minutes approved with change to wording, STAAR test replacing STAR test.

4. Discuss Only**4A. [2021-0484](#)**

Report on the Friends of the Library activities.

Jennifer Griswold, Library Director

Director Coffey reported the Friends are funding some of our virtual Summer

Reading activities and continue with their Buy the Bundle online book sale.

4B. [2021-0483](#)

Teen Liaison reports.

Chance Janacek, Weiss High School

Director Coffey indicated she received an application for a new liaison. She will add the discussion and acceptance of this new liaison to next meeting's agenda.

4C. [2021-0482](#)

Library Director Report.

Jennifer Griswold, Library Director

Director Coffey reported that virtual programming continues to go well. The on-demand model is very popular. Circulation numbers are rising, e-resource use remains very high, catalog searches are up and temp cards remain popular. We are considering an option of issuing free e-resource cards to people living outside the library district. If we pursue this option we will need to consider our contracts with e-resource vendors. Board Member Sylvie asked about a comparison of program video views, month to month. Director Coffey indicated she could bring this information to the next meeting.

Director Coffey asked the board if there was interest in trying again to create programming content through Grow with Google. We established this partnership with Google for virtual workshops and in person at a later date. There are many possible subjects and the content and lessons are provided. Board Members Moore Jr. presented one last year. If other board members are interested, let her know.

Director Coffey pointed out that the board will need to begin the annual process of policy review soon, probably in June. The 5 Year Plan review will likely begin in July.

5. Discuss and Consider Action

5A. [2021-0486](#)

Survey Discussion - Follow-up survey to Covid-19 Response

Director Coffey posed the question, which direction should the next survey take? She suggested accessibility and technology. Board member Sylvie suggested he would like to know more about providing virtual reference services. He suggested giving more direction to the survey by offering specific choices rather than keeping it general. Secretary Boswell-Muntz suggested a subject related to how the library did during Covid. Vice Chair Crissy suggested questions about a new branch.

Vice Chair Crissy asked how we could increase community outreach. He suggested perhaps visiting more schools and nursing homes. Director Coffey responded that we do visit these places and we could use more assistance going forward, perhaps from board members. Vice Chair Crissy also suggested outreach at hospitals as we are seeing more built in the area. He suggested we could use donated items to share books. Director Coffey agreed that is a good idea.

5B. [2021-0485](#) Covid-19 Continuity of Operations.

Director Coffey explained that the building is open now for limited services including computers and study tables. We are not allowing access to the stacks yet. The next phase of reopening will begin on June 1st, including a return to our normal days and hours. Programs will remain virtual over the summer and meeting rooms will be available at a later date. Curbside pickup will be available on Wednesdays and Fridays. Masks will be required for as long as we are allowed to. Secretary Boswell-Muntz asked about the quarantine of materials. Director Coffey responded that once we reopen access to the stacks we will no longer quarantine books. Secretary Boswell-Muntz said it sounds like we are in line with what Austin Public Library is doing. Director Coffey added that we are also currently limiting capacity and sanitizing computers and tables. We are easing staff and the community into reopening.

6. Adjourn

Chair Janacek adjourned the meeting at 6:35 p.m.

Respectfully submitted,

Jennifer Griswold
Library Director

Approved as submitted on June 9, 2021