



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, February 14, 2024

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

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#### 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 6:01 p.m.

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

Board Members Absent: Rosie Riddick

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

City Staff: Trista Evans

Friends of the Library: Aaron Millis

Teen Liaison: Lucas Trong

#### 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. [2024-0175](#) Discuss and consider action to approve the Library Board Regular Meeting Minutes of January 10, 2024.

**Jillian Arizpe, Chair**

Minutes approved as submitted.

**4. Discuss Only**

- 4A. [2024-0021](#) Discussion regarding board, commission, and committee policy and procedure.

City Secretary Trista Evans provided the Board with a training covering responsibilities and rules related to their role as board members for the city.

- 4B. [2024-0173](#) Discussion regarding Library Director Report.

**Jennifer Griswold, Library Director**

Director Griswold reviewed the monthly statistics highlighting fluctuations we are seeing in physical checkouts and electronic resource usage. She also provided a breakdown of programming attendance by age group. We aim to provide specialized programs geared to all ages.

- 4C. [2024-0174](#) Discussion regarding Friends of the Pflugerville Library Report.

**Friends of the Pflugerville Library**

Aaron Millis, representing the Friends, updated the Board on the group's activities. The Friends continue to support library requests for program support. The last book sale was a success. The next sale will take place on March 22nd. Their new website is also up now. The Friends will take part in Amplify Austin this year, a day of giving to non-profits.

- 4D. [2024-0176](#) Student Liaison Report  
**Lucas Trong, Hendrickson High School**

Teen Liaison Lucas Trong did not have anything new to report from his high school.

**5. Discuss and Consider Action**

- 5A. [2024-0177](#) Discuss and consider action of Library policies, Section 1 - Governance, and Section 2: Library Guests.

The Board reviewed the wording of these sections and suggested edits. They will continue next meeting with the next sections.

- 5B. [2024-0178](#) Discuss and consider action regarding opportunities for board engagement.

Board Member Robertson suggested having board members add their ideas for the library to the agendas for upcoming meetings.

No decision was made to add a standing agenda item. Director Griswold reminded the Board that any member can add something to the agenda by notifying her by the Thursday of the week prior to a meeting.

## **6. Adjourn**

Chair Arizpe adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Jennifer Griswold  
Library Director

Approved as \_\_\_\_\_ on March 13, 2024.