



City of Pflugerville

Minutes - Final

Library Board

Wednesday, January 8, 2020

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Deborah Bronson

Marylou Grzybowski

Rosie Riddick

Carl Moore, Jr.

Bridget Boswell-Muntz

Dawn Janacek

Nick Crissy

1. Call to Order

Director Coffey called the meeting to order at 6:00 p.m.

Board Members Present: Marylou Grzybowski, Bridget Boswell-Muntz, Dawn Janacek, Carl Moore, Jr., George Sylvie, Deborah Bronson, and Nick Crissy.

Staff: Jennifer Coffey – Library Director, Daniel Berra – Assistant Director

Teen Liaisons: Maddie Flores

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. [2020-8103](#)

Discuss and consider action to approve the Library Board regular meeting minutes of December 11, 2019.

Minutes were approved as submitted.

4. Discuss Only

- 4A.** [2020-8105](#) Report on the Friends of the Library activities.
Jennifer Coffey, Library Director

Director Coffey reported the Friends did not meet last month. They will hold their quarterly book sale in late January.

- 4B.** [2020-8104](#) Teen Liaison reports.
Jeremy Ryan, Hendrickson High School
Maddie Flores, Connally High School
Gabriel Hayak, Weiss High School

Maddie Flores did not have anything to report from Connally High School.

- 4C.** [2020-8102](#) Library Director Report.
Jennifer Coffey, Library Director

Director Coffey reported she recently finished the annual report to the state library. Use of electronic resources is up while circulation of physical items is down slightly. Physical visits to the library and catalog visits are both up as well. Program attendance is also up once again.

- 4D.** [2020-8108](#) Evolving Public Libraries
Jennifer Coffey, Library Director

Director Coffey explained she passes along information and reports about libraries to the board so they can better understand the profession and issues we face. The Board agreed they feel these things are beneficial. The distributed article is an opinion piece about a library in Oregon that changed their service model. Our library initially wanted to remove service desks at the time of the library expansion, but the decision was made that it was important to have certain areas of the library staffed. Director Coffey does like the idea of having staff move around and provide service where it is needed and suggested if we were looking to have a branch, we may decide to have some staff in the new facility untethered to a desk. We are focused on tailoring the library to meet our specific community needs.

Board Member Boswell-Muntz asked how the director would define determining if we are meeting community needs. Director Coffey responded that we often hire people who live in the community, we attend community events, and we track why people come in the library, among other things. Board Member Sylvie reiterated the idea of a survey to better gauge the needs/wants of the community. He further suggested a university might conduct one pro-bono and that money concerns should not hinder this idea. Director Coffey explained that the city has completed a survey of city wide services including the library in the past year. She will need to discuss with the city's communication department about conducting a library specific survey. She agreed it is a good idea.

Board Member Crissy asked when she begins working on next year's budget. Director Coffey responded she has already started. Board Member Crissy asked about including an expansion of the facility, as we need more space for books to better serve the community. Director Coffey explained that an expansion would need to go through the bond process.

Board Member Crissy suggested we should place shelves of books at other locations outside the library. Board Member Boswell-Muntz added that we should look to serve the community across 130. Board Member Crissy suggested a book shelf be placed at the city's Recreation Center in the senior room. He feels the library is difficult to get to for some people and the handicap places are often full at the front of the library. Director Coffey pointed out that we do offer homebound deliveries for patrons with limited mobility. Board Member Sylvie suggested that in order to better understand the needs discussed, we should begin with a survey.

Board members summarized the discussion by suggesting staff look into placing books, potentially from the ones donated to the Friends of the Library, at the city's Recreation Center and in a community center in Falcon Point to start. In addition, we should look at conducting a community survey.

5. Discuss and Consider Action

5A. [2020-8107](#)

Election of Board Officers
Jennifer Coffey, Library Director

Board Member Boswell-Muntz nominated Board Member Janacek for the position of Chair. Board Member Moore, Jr. seconded the motion. It passed unanimously. Dawn Janacek is the new Library Board Chair.

Board Member Moore, Jr. nominated Board Member Crissy for the position of Vice Chair. Board Member Gryzbowski seconded the motion. It passed unanimously. Nick Crissy is the new Library Board Vice Chair.

Chair Janacek nominated Board Member Boswell-Muntz for the position of Secretary. Vice Chair Crissy seconded the motion. It passed unanimously. Bridget Boswell-Muntz is the new Library Board Secretary.

6. Future Agenda Items

6A. [2020-8109](#)

Upcoming Agenda Items
Library Board Chair

Director Coffey stated she would report back to the board on the following: outreach, conducting a survey, handicap parking, bond election, placing books in the senior room at the recreation center, and reserve reports.

7. Adjourn

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

Respectfully submitted,

Jennifer Coffey
Library Director

Approved as _____ on February 12, 2020