



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, February 8, 2017

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

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#### Regular Meeting

##### Library Board Members:

Robert Spoonemore

Kevin Williams

Jerry Spataro

Deborah Bronson

Sue Lee Flores

Marylou Grzybowski

Rosie Riddick

Carl Moore, Jr., Alternate

#### 1. Call to Order

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

Board Members Present: Robert Spoonemore (Chair), Jerry Spataro (Vice Chair), Rosie Riddick (Secretary), Marylou Grzybowski, Kevin Williams, Deborah Bronson, Sue Lee Flores, and Carl Moore, Jr. (Alternate).

Teen Liaisons: Christian Douglas

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

City: Assistant City Manager – Lauri Gillam

#### 2. Citizens Communication

Director Coffey shared that the library received an email from a community member, Mr. Norsworthy, suggesting the library open earlier on Saturdays. We have received multiple requests on this subject. The library is looking into the cost for adding it into the budget for next fiscal year. Asst. City Manager Gillam added that it was a well-written, well-thought out letter that was also very complimentary of the library as a whole. Secretary Riddick asked if the city council would have to approve such a change. Asst. City Manager Gillam responded that it would be part of the deliberations during the budget process. Director Coffey added that we have analyzed the cost per hour and that two part-time employees would likely need to be added.

#### 3. Approval of Minutes

##### 3A. [2017-5566](#)

Discuss and consider action to approve the Library Board regular meeting minutes of January 11, 2017.

The minutes were approved as submitted.

**4. Discuss Only**

- 4A.**    [2017-5571](#)    Report on the Friends of the Library activities.  
**Jennifer Coffey, Library Director**

Director Coffey reported that the Friends had a successful book sale in January. The unsold books were donated to the Inside Books Project, a non-profit who sends books to prisoners.

- 4B.**    [2017-5567](#)    Teen Liaison report.  
**Christian Douglas, Hendrickson High School**

Teen liaison Christian Douglas explained that testing is the focus for many students at the moment with the SAT, ACT, and AP tests either occurring now or in the near future. Hendrickson High School still does not have a permanent librarian on staff. Athletes continue to use the library as the location for their signing events with colleges. A new shipment of books arrived to fill student requests. Christian put up a note on the announcements board about the open teen liaison spot on the Library Board. Director Coffey pointed out that the library offers resources for preparing for the tests that high school students are taking and Christian said he will relay this information.

- 4C.**    [2017-5568](#)    Library Director Report  
**Jennifer Coffey, Library Director**

Director Coffey reported that most of the stats are similar to last year. The circulation of physical items is down a little and the electronic resources are up significantly. We are expanding our effort to promote Vietnamese and Spanish materials and adding shelving to those areas. The use of the public computers is down slightly. There is now an estimate of the Wi-Fi use included in the report showing roughly 30% more usage than the public computers. Facebook continues to be an excellent means of communication with the community and we are receiving great feedback. The physical visits to the library and use of the meeting rooms remain about the same. Volunteer hours are up. The member savings are down a little, but this does not take into account usage of electronic resources.

- 4D.**    [2017-5569](#)    Discuss upcoming meeting with the Finance and Budget Committee  
**Robert Spoonemore, Board Chair**

Chair Spoonemore mentioned that the Board is usually invited to the City Council Retreat and Director Coffey explained that it was cancelled and will need to be rescheduled. The Finance and Budget Committee meeting with the library will be tomorrow. Director Coffey said she will provide them with our statistical report, show how we are addressing specific areas of the strategic plan, show how we determine spending levels, show how we compare to other libraries in the state, and show a cost comparison of programs we offer with other institutions. It will take place in the City Council Chambers at 6 pm, board members are welcome to attend. Chair Spoonemore explained that the purpose is to filter the budgeting process through the committee before it reaches the entire City Council. Board Alternate Moore asked about the

cameras in the library idea and Asst. City Manager Gillam responded that she is not sure about the status of the city plan. Chair Spoonemore said he believes this is something that should be brought up to the committee tomorrow. Asst. City Manager Gillam reiterated that she would like the entire city to install cameras at once in order to make monitoring easier and limit the cost.

**4E. [2017-5572](#)**

Discussion regarding Changing Role of Libraries - Fast casual.  
**Jennifer Coffey, Library Director**

Director Coffey discussed the next item in the series, Changing Role of Libraries. The subject this month was fast casual, which describes a changing expectation of service based on a concept in restaurants combining speed of service, a customizable experience, shared common spaces, and better quality products. Libraries have noticed this trend and are shifting their service model to accommodate related expectations with things like allowing food and drinks throughout the building, not restricting cell phone use to certain areas, and providing flexible spaces that can be easily rearranged. Our library has embraced this idea by creating an inviting "living room" environment that encourages social interactions. We have limited our restrictions with a goal of making the library a well-used space that people want to spend time in.

Related to the physical space of the library and how it is used, Asst. Director Berra described the plans to expand the role of the library as a "Coworking" space. Coworking describes the desire of small business owners, contractors, and other entrepreneurs, who do not have an office, to seek out spaces that can be used for work and allow for interaction with people in similar positions. Many coworking offices have been started around the country, including in Austin and Round Rock. The library offers many of the resources and space that this segment of the population desires and many people already use the library for this purpose. We have plans to rebrand the library as a coworking space to these patrons through a marketing campaign, add relevant programming, and offer opportunities for individuals to interact.

**5. Future Agenda Items**

none.

**6. Adjourn**

Chair Spoonemore adjourned the meeting at 6:29 pm.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as presented on March 8, 2017.