



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, September 13, 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

Marylou Grzybowski

Rosie Riddick

Carl Moore, Jr.

#### 1. Call to Order

Chair Spoonemore called the meeting to order at 6:01 p.m.

Board Members Present: Robert Spoonemore (Chair), Mary Lou Grzybowski, Rosie Riddick (Secretary), Deborah Bronson, Jerry Spataro (Vice Chair), Kevin Williams, and Carl Moore, Jr.

Teen Liaison: Christian Douglas

City: Lauri Gillam – Asst. City Manager

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

#### 2. Citizen Communication

Jacquelyn Pruet sat in on the board meeting, expressing an interest in learning more about the workings of local government.

Director Coffey shared a complaint from a patron who thinks the library is too loud. She responded to the patron that we do have quiet spaces throughout the library, including meeting rooms when they are not in use. Secretary Riddick added that it is hard to control the volume level of customers at the circulation desk. Director Coffey also pointed out that we allow talking in a conversational tone throughout the building. It is a different library as compared to the past, and the expectation of near silence has changed. We are looking into things like noise-reducing chairs and desks for future plans.

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. [2017-6144](#) Discuss and consider action to approve the Library Board regular meeting minutes of August 9, 2017.

Minutes were approved as submitted.

4. **Discuss Only**

- 4A. [2017-6145](#) Report on the Friends of the Library activities.  
**Jennifer Coffey, Library Director**

Director Coffey reported that the Friends of the Library discussed how to handle requests for memorial honors and decided to continue sponsoring programs in honor of the individuals. The Friends quarterly book sale is tomorrow. The Friends also gave the library a check for \$5,000 to go towards the purchase of new computers in the computer lab. They continue to sponsor many programs and events.

- 4B. [2017-6147](#) Teen Liaison report.  
**Christian Douglas, Hendrickson High School**

Christian Douglas reported that Hendrickson High School has a new librarian. They have received a new shipment of books and graphic novels. They have been incorporating technology in interesting ways like co-teaching using Skype interviews, Virtual Reality googles, Maker Kits, and Classroom Kits. The librarian also removed the encyclopedias to create a space for students to eat lunch in the library.

- 4C. [2017-6146](#) Library Director Report.  
**Jennifer Coffey, Library Director**

Director Coffey gave an update on the budget process. The city council needs to approve the budget and set the tax rate on September 26. The site location study and one of the new librarian positions were removed, but the other new librarian position and additional funds for the collection were kept in the budget. There were also some minor decreases in certain areas (training, other operating, and maintenance). Chair Spoonemore asked about the budget for Heritage House Museum and Director Coffey explained that it is now a line item in the Library budget. Asst. City Manager Gillam added that the additional staff member will allow the library to open at 10 am on Saturdays starting in January.

We had an enormous turnout for the solar eclipse event. We received the maximum allotted number of eclipse glasses from NASA and passed them out during our eclipse related programs. 2,500 people came to the library on the day of the eclipse to take part in our program. Staff did a great job, as did the Friends of the Library who volunteered. Digital archive views have been way up due in large part to the Pfluger Reunion, the History Diggers working on their new book, and the new Pflugerville Historical Society.

Director Coffey also reminded the board that an email will be sent out soon regarding Board Member renewals and expirations.

- 4D. [2017-6148](#) Discussion regarding Changing Role of Libraries - Smallest Branch and Takeaway Kiosk  
<https://www.youtube.com/watch?v=kTBmvJh1XVA>  
<https://www.youtube.com/watch?v=-3K92XhNfv4>

**Jennifer Coffey, Library Director**

Director Coffey discussed the next topic in the series on the changing role of libraries. Takeaway kiosks make use of RFID technology to serve more remote areas or patrons who work odd hours. Patrons would request an item, then we would deliver it to the kiosk for the patron to pick up at a later time. The items could also be returned to the kiosk. Another idea is to have a small collection of popular books for patrons to browse then check out when they make a decision. Board Member Bronson asked if this kiosk would be in a building or outside. Director Coffey replied that it could be either. It might make sense to put it at a store like HEB similar to where Redbox machines are located. We are still gathering information about this idea.

**5. Discuss and Consider**

- 5A. [2017-6150](#) Discuss and Consider Action on Teen Liaison Applicant.

**Robert Spoonemore, Library Board Chair**

Chair Spoonemore introduced the applicant for a teen liaison position, Jeremy Ryan. Board Member Williams made a motion to appoint Jeremy as a teen liaison. Vice Chair Spataro seconded the motion. It passed unanimously.

- 5B. [2017-6149](#) Discuss and Consider Action to Approve Library 5 Year Plan

**Robert Spoonemore, Library Board Chair**

Chair Spoonemore explained that the 5 Year Plan Committee consisting of Chair Spoonemore, Vice Chair Spataro, and Secretary Riddick worked with Director Coffey on making changes to the plan. Some additional info is still needed on the plan so the board will not vote to approve it yet. Right now it is open for comments and questions. Secretary Riddick suggested an edit on page 4 and Board Member Williams suggested one on page 2. Chair Spoonemore laid out the process beginning with making additions and changes, then sending the edited version to the entire board, followed by voting to approve, and finally sending it to City Council. No further action was taken.

**6. Future Agenda Items**

none.

**7. Adjourn**

Chair Spoonemore adjourned the meeting at 6:38 pm.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as submitted on October 11, 2017.