



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, October 11, 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 6:00 p.m.

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

Teen Liaison: Christian Douglas and Jeremy Ryan

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

#### 2. Citizen Communication

Director Coffey shared a compliment paid to her by a patron while at the Chamber Expo that the library has the “nicest staff.”

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. [2017-6235](#)

Discuss and consider action to approve the Library Board regular meeting minutes of September 13, 2017.

Minutes were approved as submitted.

#### 4. Discuss Only

- 4A. [2017-6236](#) Report on the Friends of the Library activities.  
**Jennifer Coffey, Library Director**

Director Coffey reported that the Friends of the Library have continued doing well selling books at their quarterly book sales and through Book Troll. They made their yearly goal by July. The Friends purchased an additional 10 Wi-Fi hotspots through Mobile Beacon/Tech Soup to add to our circulating collection. This will bring the total number of hotspots to 39. A member of the Friends will help during the Trunk or Treat event at the Pflugerville animal shelter. They were also a huge help at Comic Con.

- 4B. [2017-6238](#) Teen Liaison report.  
**Christian Douglas, Hendrickson High School**  
**Jeremy Ryan, Henrickson High School**

Christian Douglas reported on the Hendrickson High School library. The new librarian is adding new technology resources to the library like VR goggles, education kits, and makerspace tools. They are also reorganizing the fiction books by genre. Jeremy Ryan did not have anything to add.

- 4C. [2017-6237](#) Library Director Report.  
**Jennifer Coffey, Library Director**

Director Coffey reported that the end of the fiscal year numbers show physical items slightly down while electronic materials were up. Circulation of Spanish materials increased, while circulation of Vietnamese materials decreased due in large part to availability of new materials. Social media marketing continues to work very well as evidenced in part by the increase in likes on Facebook. The local history archive usage went up dramatically this year with some renewed interest in local history in the community. Amazingly, 30,255 people attended programs this year, an increase of 17 % over last year. Over 207,000 people visited the library in total and we saw an increase in active accounts and volunteer hours. The cistern in the courtyard is leaking, but should be under warranty to fix.

Comic Con was a huge success with attendance over 2,000 people. Rose, our social media/marketing specialist presented to City Council about the event. It included best-selling authors, independent artists, autographs, illustration classes, costume contests, and photo opps. We continue to show signs of outgrowing the space of the building and are looking at ways to accommodate the growth of this event in the future.

Director Coffey distributed the End of Year Report. She pointed out some of the things we did this year at the Heritage House Museum including: leveling the foundation, repairing the walls, replacing wall paper, and replacing the former cistern. We also expanded programming and displays at the museum. Secretary Riddick pointed out the section of the End of Year report that shows salary comparison. She noticed the comparison was for 2015 numbers and asked if we are any closer to the average now. Director Coffey responded that we are below the average of our peer libraries in the area (Round Rock, Georgetown, etc.). Secretary Riddick asked if this has affected our turnover

rate and Director Coffey responded that it has to some degree. Secretary Riddick suggested turnover rate is a great statistic to look at in justifying salary increases.

Board Member Moore asked if there was any news on the possibility of cameras in certain areas of the library. Director Coffey responded our IT department is still working on this idea for the entire city. Some potential concerns remain in relation to protecting patron privacy in the building, but there are specific areas like the entrance where cameras could record. Board member Grzybowski asked if this would come from the library budget and Director Coffey responded that it would likely come from the budget of the IT department.

- 4D. [2017-6241](#) Discussion regarding Changing Role of Libraries - Income inequality  
**Jennifer Coffey, Library Director**

This item was tabled until next meeting.

- 4E. [2017-6240](#) Discuss upcoming Library Board term expirations  
**Robert Spoonemore, Library Board Chair**

Chair Spoonemore explained that Vice-Chair Spataro and himself actually do not time out at the end of this term and can serve another 2 year term. They will both consider this. Board Members whose term ends in December of 2018 includes Secretary Riddick, Board Member Grzybowski, Board Member Bronson, and Board Member Moore.

## 5. Discuss and Consider

- 5A. [2017-6242](#) Discuss and Consider action to approve Library 5 Year Plan  
**Robert Spoonemore, Library Board Chair**

Chair Spoonemore explained that the 5 Year Plan was discussed at last meeting and changes recommended by board members were made by Director Coffey. Chair Spoonemore asked if the board is ready to approve. Secretary Riddick made a motion to approve the 5 Year Plan as corrected. Board Member Moore seconded the motion. It passed unanimously.

## 6. Future Agenda Items

none.

## 7. Adjourn

Chair Spoonemore adjourned the meeting at 6:28 pm.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as submitted on November 8, 2017.