



City of Pflugerville

Minutes - Final

Library Board

Wednesday, December 13, 2017

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

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

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

Teen Liaisons: Jeremy Ryan

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. [2017-6389](#)

Discuss and consider action to approve the Library Board regular meeting minutes of November 8, 2017.

Minutes were approved as submitted.

4. Discuss Only

- 4A. [2017-6397](#)** Welcome incoming Board members Robert Spoonemore, Bridget N. Boswell-Muntz, Dawn Janacek, and Alternate: Shad Ross

Robert Spoonemore, Library Board Chair

The incoming Board Members who will begin their terms in January were welcomed by the Board. Robert Spoonemore was selected to another term. New members Bridget N. Boswell-Muntz and Dawn Janacek were in attendance. New alternate member Shad Ross was also in attendance.

- 4B. [2017-6395](#)** Thank you outgoing Board members
Robert Spoonemore, Library Board Chair

The Board thanked outgoing members Jerry Spataro and Kevin Williams (not in attendance) for their service to the library and the community.

- 4C. [2017-6390](#)** Report on the Friends of the Library activities.
Jennifer Coffey, Library Director

The Friends did not hold a meeting this month.

- 4D. [2017-6392](#)** Teen Liaison report.
Christian Douglas, Hendrickson High School
Jeremy Ryan, Henrickson High School

Jeremy Ryan reported that the librarian at Hendrickson High School, Mrs. Johnson, has been working on organizing fiction books by genre. There is a bulletin board in the library that highlights events in the area. They are also doing a blind date with a book idea where you check out a book without knowing what it is.

- 4E. [2017-6391](#)** Library Director Report.
Jennifer Coffey, Library Director

Director Coffey reported that while circulation is slightly down, database sessions are up over 70%. In total, use of electronic resources continues to rise while use of physical items has only slightly fallen. Hoopla is proving to be a very popular digital content platform with our patrons. Circulation of Vietnamese materials is still down due to the difficulty in obtaining materials. The Wi-Fi use is steady, the number is an estimate based on occasional physical counts. Visits to the library and use of the catalog are both up, while meeting room use by outside groups is down due to increased use for programs. The Asst. City Manager has requested Director Coffey reconsider what stats are reported, so there might be some changes to the director's report going forward. The library also took part in the city's holiday parade with a large contingency of employees and family.

Chair Spoonemore asked if there is any additional information about security

cameras in the library. Director Coffey stated she needs to talk to the IT department for an update. Chair Spoonemore also pointed out that the library hours will change starting in January, opening at 10 am on Saturdays instead of 1 pm. This will hopefully better serve community needs. Secretary Riddick suggested that holidays be indicated on future director reports as they impact our statistics. Incoming Board Member, Bridget Boswell-Muntz, asked if library staff has considered organizing the fiction collection by genre. Director Coffey responded that she isn't opposed to the idea, but added that with so many different genres now, it may be difficult to incorporate all of them into that system. Incoming Board Member Dawn Janacek added that she likes the idea of organizing the collection by genre for the younger groups of patrons, and would like to see more displays around the library too. Director Coffey continued, that it might be more tenable to try organizing by genre in a specific section like the Young Adult collection, and it will be discussed with the senior Youth Services Librarian. Board Member Moore, Jr. asked what part of the statistics the circulation of Wi-Fi hotspots falls under. Director Coffey responded that they are part of the physical collection. The wait time on these items has fallen considerably now that we have 40 devices. They are provided through a non-profit called Mobile Beacon, in conjunction with Tech Soup. We get the devices at a significantly discounted rate. Secretary Riddick gave kudos to the staff for programming numbers rising once again. Director Coffey pointed out we have added a second Youth Services Librarian who was promoted from the Programming Assistant position, and a new Programming Assistant for adults who was promoted from a Library Tech position.

4F. [2017-6396](#)

**Discussion regarding Changing Role of Libraries - Internet of Things
Jennifer Coffey, Library Director**

Director Coffey continued the series of discussions regarding the changing role of libraries. The internet of things refers to the network of electronic devices like appliances, a/c thermostats, wearables, etc. We stay abreast of new technologies and search for new ideas to incorporate into the library's offerings. Privacy will remain an issue with the expansion of "smart" technology to more devices and electronics. We are looking at a branch library in the future and will look to add new technology into it. One role we play is preparing patrons for the future by offering new technologies and the necessary training to use them, for example with the Pfab Lab programming. Incoming Board Alternate Shad Ross pointed out that there is an App that links library card accounts so patrons can scan books with their phone to check them out.

4G. [2017-6393](#)

**Discuss upcoming Library Board officer elections
Robert Spoonemore, Library Board Chair**

Chair Spoonemore explained the process to the new members. The election of the officers will take place at the next meeting. The positions are Chair (handles proceedings of meetings, calls motions), Vice-Chair (fills in for chair as needed), and Secretary (social correspondence). The officers also serve on committees like the 5-Year Plan and Library Policy review.

5. Future Agenda Items

none.

6. Adjourn

Chair Spoonemore adjourned the meeting at 6:37 p.m.

Respectfully submitted,

Jennifer Coffey
Library Director

Approved as presented on January 10, 2018.