



City of Pflugerville

Minutes - Final

Library Board

Wednesday, May 9, 2018

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Robert Spoonemore

Deborah Bronson

Marylou Grzybowski

Rosie Riddick

Carl Moore, Jr.

Bridget Boswell-Muntz

Dawn Janacek

Shad Ross, Alternate

1. Call to Order

Chair Spoonemore called the meeting to order at 6:02 p.m.

Board Members Present: Robert Spoonemore (Chair), Mary Lou Grzybowski (Secretary), Deborah Bronson, Carl Moore, Jr., Dawn Janacek, Bridget Boswell-Muntz, and Shad Ross (alternate). Rosie Riddick (Vice Chair) was absent.

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

City: Lauri Gillam – Asst. City Manager

Teen Liaisons: Jeremy Ryan (Hendrickson), Princess Hall (Pflugerville), Gabriel Hayek (Weiss)

2. Citizen Communication

The library receives many reviews online, more so than in person, and we look at these. They are posted on various websites and social media platforms.

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. [2018-6775](#) Discuss and consider action to approve the Library Board regular meeting minutes of April 11, 2018.

Minutes were approved as submitted.

4. Discuss Only

- 4A. [2018-6774](#) Report on the Friends of the Library activities.
Jennifer Coffey, Library Director

Director Coffey reported that the Friends continue to support library programs. They will honor two mothers of their members who passed away this year by sponsoring specific programs in their names. The quarterly book sale will be held tomorrow.

- 4B. [2018-6773](#) Teen Liaison report.
Christian Douglas, Hendrickson High School
Jeremy Ryan, Hendrickson High School
Princess Hall, Pflugerville High School
Gabriel Hayak, Weiss High School

Liaison Gabriel Hayek reported that the librarian at Weiss High School inquired about holding a library card sign-up event for students. Director Coffey asked Gabriel to give the librarian her contact information so they could work something out together. Liaison Princess Hall reported that Star Testing is the focus of most students at Pflugerville High School. Liaison Jeremy Ryan reported that the library at Hendrickson High School is being used for make-up testing.

- 4C. [2018-6772](#) Library Director Report.
Jennifer Coffey, Library Director

Director Coffey reported that the stats for the year are close to last year's, but we are about to enter our busy time. E-resources have spiked in usage since 2016 with the addition of popular services like Hoopla. Print resources have continued to drop, but only slightly. Library staff attended the Texas Library Association Conference in April and continue to set a high standard in the profession, presenting to colleagues and serving on committees. The AARP finished up their tax help and served 323 clients this year at the library. The Pflugerville Historical Society continued work identifying and visiting small cemeteries in the area. The information collected will eventually be made available online. Chair Spoonemore asked if the Pfluger Cemetery was included and Director Coffey responded that we were unable to reach it do to construction currently taking place in that area. After cemetery identification is finished, the society will begin working on homesteads and schools.

4D. [2018-6777](#)**Update on Security Cameras****Lauri Gillam, Assistant City Manager**

Asst. City Manager Gillam reported that a security survey of all city facilities has been completed. The library will add access keys to a couple doors and add a few signs. Additionally, five locations for security cameras around the building have been identified. The time frame for the cameras being installed is approximately 5 to 6 months. They will loop, then the video will be deleted. Strategic areas of the library have been chosen balancing the need for security and patron privacy. There is now a plan in place and a budget for it. Chair Spoonemore was pleased with the progress and expressed the need for security and a concern for the safety of children in the library.

4E. [2018-6776](#)**Discussion regarding Changing Role of Libraries - Resilience****Jennifer Coffey, Library Director**

Director Coffey presented the next subject in the series on the changing role of libraries. This month's topic was resilience. This includes the capacity to provide shelter and aid to the community during times of disaster. We have Wi-Fi hotspots available to loan. The library's electronic resources are always available to patrons. Our records are stored and backed up in the cloud. Our physical collection and furnishings are insured. We have a talented staff with backgrounds in many disciplines that could help in difficult situations including education, social work, serving people with special needs, and health care. Full-time staff has received basic CPR training. The staff is trained on our emergency procedures and is aware of safe areas in the building. We offer disaster preparedness programs to the community including active shooter training. We also offer a temporary card for "disasters" that gives people a 6-month account for a variety of reasons. The staff stays aware of potential situation and seeks out additional training as needed. Asst. City Manager Gillam added that the library serves as an emergency site for the entire city. We are also an emergency site for the Goddard School, located near the library. Board Member Moore Jr. asked if the library has back up power. Asst. City Manager Gillam responded that the city has generators that can be made available.

5. Future Agenda Items

none.

6. Adjourn

Chair Spoonemore adjourned the meeting at 6:26 p.m.

Respectfully submitted,

Jennifer Coffey
Library Director

Approved as submitted on June 13, 2018