



City of Pflugerville

Minutes - Final

Library Board

Wednesday, June 13, 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 6:00 p.m.

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

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

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

2. Citizen Communication

Director Coffey passed around some positive comments the library and staff received on Facebook. A patron asked if we could change the holds limit to 25 (it is currently 5). He was told that would tie up items for an excessive amount of time and we feel 5 is an appropriate limit. Board Member Boswell-Muntz asked if eBooks are included in this limit. Director Coffey responded that they are not included and that there is a separate limit for these items. Chair Spoonemore stated he believed our current policy is satisfactory. He asked if any members would like to add an item to the agenda regarding hold limits. The Board declined adding an item to the agenda.

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. [2018-6826](#) Discuss and consider action to approve the Library Board regular meeting minutes of May 9, 2018.
Minutes were approved as submitted.

4. Discuss Only

- 4A. [2018-6825](#) Report on the Friends of the Library activities.
Jennifer Coffey, Library Director

Director Coffey reported that the Friends continue to support library programs including the Summer Reading Program. They continue to do very well selling books donated to the library. Director Coffey requested that they look into applying for a charitable donation from Dell to replace the public computers, many of which are beyond warranty. Vice Chair Riddick asked if this would be through a grant process. Director Coffey responded that it would be through a donation process.

- 4B. [2018-6824](#) Teen Liaison report.
Christian Douglas, Hendrickson High School
Jeremy Ryan, Hendrickson High School
Princess Hall, Pflugerville High School
Gabriel Hayak, Weiss High School

Liaison Princess Hall reported that school is out so there is not much happening. The school librarian indicated that the required reading list has changed a little from past years. Liaison Jeremy Ryan reported the same from his school library. Director Coffey added that the library did introduce a DiGit Card to give students access to electronic materials in response to a request brought to the last Library Board meeting by Liaison Gabriel Hayak for the librarian at Weiss High School.

- 4C. [2018-6823](#) Library Director Report.
Jennifer Coffey, Library Director

Director Coffey reported that stats are looking similar to last year. We cut back on checkouts in Hoopla to 5 due to the rising cost of this platform. Hoopla uses a pay-per use model, so as the number of users increases so does the cost we

pay for the service. Some program highlights from last month include: Riverdale Craft Night, Teen Hoppy Hour, Royal Tea Party, and a Plant Swap.

4D. [2018-6828](#)

Report on Budget Process

Jennifer Coffey, Library Director

Director Coffey reported that we are in the middle of the budget process. She has requested an increase of \$40,000 to the collection budget, requested a new librarian position that would be a promotion of a current staff member, and requested an additional part-time librarian. There have been no cuts to what Director Coffey requested as of yet. Chair Spoonemore asked how salary decisions are handled by the city. Director Coffey responded the city conducts compensation surveys comparing Pflugerville to similar communities. There is talk about conducting another one. Chair Spoonemore then asked if there is a built in raise for staff members each year. Director Coffey responded that there are merit increases each year. Vice Chair Riddick asked if the merit increase is performance based and Director Coffey indicated that it is, with supervisors conducting reviews each year. There is also a longevity increase each year. Vice Chair Riddick expressed concern that we currently have someone with a Library Science degree in a non-librarian position. The budget will not go to City Council for another couple months.

4E. [2018-6827](#)

Discussion regarding Changing Role of Libraries - Robots

Jennifer Coffey, Library Director

Director Coffey presented the next subject in the series on the changing role of libraries. This month's topic was robots. Libraries have been using RFID for materials and robotic sorters for a while. Some research libraries are using robots to shelve. Since we are not a large system we do not need this technology. We are incorporating similar technology in other ways to enrich our patron's experiences. For kids, we offer Ozobots and Lego Mindstorms. We also have presentations and events that focus on robotics. On the technology front, the library is also diving into virtual reality. We are having a special computer built for this that we will make use of during programs and special events.

5. Future Agenda Items

none.

6. Adjourn

Chair Spoonemore adjourned the meeting at 6:33 p.m.

Respectfully submitted,

Jennifer Coffey
Library Director

Approved as presented on July 11, 2018