



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, December 12, 2018

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

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#### Regular Meeting

##### Library Board Members:

Robert Spoonemore

Deborah Bronson

Marylou Grzybowski

Rosie Riddick

Carl Moore, Jr.

Bridget Boswell-Muntz

Dawn Janacek

#### 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), Mary Lou Grzybowski (Secretary), Bridget Boswell-Muntz, and Deborah Bronson.

Dawn Janacek and Carl Moore, Jr. were absent.

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

City Staff: Lauri Gillam – Assistant City Manager

Teen Liaisons: Maddie Flores and Jeremy Ryan

#### 2. Citizen Communication

Jennifer Stubbs introduced the Youth Advisory Council (YAC) members who were in attendance for the meeting. YAC is a city sponsored group of youth representatives serving Pflugerville through community participation. They attend boards and commissions meetings and partake in volunteer opportunities related to city business. Chair Spoonemore welcomed the YAC members and briefly described the work of the Library Board. The other meeting attendees also introduced themselves.

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. [2018-7240](#) Discuss and consider action to approve the Library Board regular meeting minutes of November 14, 2018.

Minutes were approved as submitted.

### 4. Discuss Only

- 4A. [2018-7239](#) Report on the Friends of the Library activities.

**Jennifer Coffey, Library Director**

Chair Spoonemore briefly described the work of the Friends of the Library to the meeting attendees including how they started the library, raised money for the land for the current library, and continue to support library programs. Director Coffey reported that the Friends continue to help with outreach to schools, held a mini-books sale focused on children's books, and continue to support library programs. Their next large books sale will be in January or February.

- 4B. [2018-7241](#)

Teen Liaison report.

**Jeremy Ryan, Hendrickson High School**

**Princess Hall, Pflugerville High School**

**Gabriel Hayak, Weiss High School**

**Maddie Flores, Connally High School**

Jeremy Ryan reported that things are quiet at Hendrickson High School. The library is being used to study for midterms. Maddie Flores reported that the Connally High School Library is offering classes on writing research reports and preparing for college.

- 4C. [2018-7242](#)

Library Director Report.

**Jennifer Coffey, Library Director**

Director Coffey reported on the state of the library. Electronic resources are difficult to track because they provide different services and resources, and report in different ways. We have made some tweaks on how we track them. We also just started offering Lynda.com for continuing education and business trainings. Wi-Fi usage is down a little, though this is just an estimate and we may need to find a more accurate way to track it. Board Member Boswell-Muntz asked if hotspots are included in electronic resources and Director Coffey responded that they are actually part of the collection and tracked as physical items. Program attendance numbers continue to rise, some highlights of the past month include: Diwali celebration, Cupcake Decorating, Succulent Care, and presentations and displays for Native American Heritage Month. Board Member Boswell-Muntz asked how Movember went. Director Coffey responded that it went great, including Freddy Mercury Day and much activity on social media. Movember is the annual awareness campaign about

men's health held each November.

## 5. Discuss and Consider Action

### 5A. [2018-7243](#)

5 Year Plan

**Robert Spoonemore, Library Board Chair**

Director Coffey explained that the edits suggested by Board Member Janacek were incorporated into the plan and that nothing else was changed. Chair Spoonemore asked for a motion to approve the plan as submitted with the edits. Vice Chair Riddick made a motion to approve the plan. Secretary Grzybowski seconded the motion. It passed unanimously.

### 5B. [2018-7245](#)

Officer elections

**Robert Spoonemore, Library Board Chair**

This item was tabled until the next board meeting. Officers will be elected in January.

## 6. Future Agenda Items

### 6A. [2018-7244](#)

Upcoming Agenda Items

**Robert Spoonemore, Library Board Chair**

Assistant City Manager Gillam would like discussions regarding possible library renovations to be added to a future board meeting agenda. She wants to add these renovations to the 2020 budget. As an example of possible changes, she would to expand the handicap parking and move and upgrade the charging stations. Chair Spoonemore asked if the current charging station spots would become handicap spots and Assistant City Manager Gillam responded that they would. Director Coffey told the board that this Friday is the deadline for people to apply for a library board position. There are 2 openings, a regular spot and the alternate spot. Assistant City Manager Gillam said that she, the board, and the city appreciate the service of Vice Chair Riddick, who is leaving the board.

## 7. Adjourn

Chair Spoonemore adjourned the meeting at 6:16 p.m.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as submitted on January 9, 2019