



City of Pflugerville

Minutes - Final

Library Board

Wednesday, January 9, 2019

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

Regular Meeting

Library Board Members:

Robert Spoonemore

Deborah Bronson

Marylou Grzybowski

Carl Moore, Jr.

Bridget Boswell-Muntz

Dawn Janacek

George Sylvie

Nick Crissy - Alternate

1. Call to Order

Chair Spoonemore called the meeting to order at 6:00 p.m.

Board Members Present: Robert Spoonemore (Chair), Marylou Grzybowski, Dawn Janacek, Deborah Bronson, Bridget Boswell-Muntz, Carl Moore Jr., George Sylvie, and Nick Crissy (alternate)

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

Teen Liaisons: Jeremy Ryan, Gabriel Hayek, and Maddie Flores

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

[2019-7298](#)

Discuss and consider action to approve the Library Board regular meeting minutes of December 12, 2018.

Minutes were approved as submitted.

4. Discuss Only

[2019-7299](#)

Introduction of new board members
Jennifer Coffey, Library Director

Director Coffey introduced the new board members, George Sylvie and Nick Crissy. Both were appointed two weeks ago at the City Council Meeting. They each gave brief introductions. Nick is recently retired and is looking to get involved with and contribute to the community. George is a recently retired University of Texas Journalism faculty member and is looking for an opportunity to give back to the community.

[2019-7301](#)

Report on the Friends of the Library activities.
Jennifer Coffey, Library Director

Director Coffey reported that the Friends did not meet in December. Their next book sale is scheduled for January 31st.

[2019-7300](#)

Teen Liaison report.
Jeremy Ryan, Hendrickson High School
Princess Hall, Pflugerville High School
Gabriel Hayak, Weiss High School
Maddie Flores, Connally High School

Gabriel Hayak reported that the Weiss High School library is offering Fun art Fridays featuring arts and crafts to promote events at the school. Last month they painted kindness rocks. The makerspace program is also continuing and is open to students throughout the day. Jeremy Ryan reported that the Hendrickson High School library underwent renovations over the break. Maddie Flores stated there was not much to report regarding the Connally High School Library. Director Coffey reminded the liaisons that the library is now offering Digit Cards to students that allow for access to electronic resources without having to sign up for a card in person at the library. The forms can be returned to the school libraries.

[2019-7297](#)

Library Director Report.
Jennifer Coffey, Library Director

Director Coffey reported that computer use is down with more people using their own devices. We are still looking for a better way to estimate Wi-Fi use. The city is moving forward with the security plan and the library is next on the list of city facilities to get cameras. Program highlights included: Noon Year's Eve Party and An Afternoon with Santa.

5. Discuss and Consider Action

[2019-7304](#)

Officer elections

Robert Spoonemore, Library Board Chair

Director Coffey explained the roles of the Library Board officers. The Board Chair conducts meetings and leads the 5-Year Plan and Policy Review committees. The Vice-Chair covers for the Board Chair if they are absent and serves on committees. The Secretary serves on committees. The floor was opened for nominations for Board Chair. Board Member Gryzbowski nominated Robert Spoonemore. Board Member Moore Jr. seconded the motion. Robert Spoonemore was elected unanimously. Chair Spoonemore called for nominations for Vice Chair. Board Member Moore Jr. nominated Bridget Boswell-Muntz. She declined. Chair Spoonemore nominated Marylou Gryzbowski. Board Member Sylvie seconded the motion. Marylou Gryzbowski was elected unanimously. Chair Spoonemore called for nominations for Secretary. Vice Chair Gryzbowski nominated Dawn Janacek. Board Member Moore Jr. seconded the motion. Dawn Janacek was elected unanimously.

Future Agenda Items[2019-7303](#)

Upcoming Agenda Items

Robert Spoonemore, Library Board Chair

Director Coffey indicated she has written an anti-discrimination/anti-harassment policy for the library. The policy covers staff, patrons, and vendors and interactions between any of those entities. We have had incidents in the past involving sexual harassment and we need to have a policy in place to protect everyone. She will present the new policy to the board. Board Member Boswell-Muntz asked if she looked at similar policies at other libraries. Director Coffey replied that she did and also sent it to city administration for feedback. She also would also like to give an update on the progression of the city's security plan. Board Member Sylvie asked if there is a Patron Code of Conduct and if it is displayed in the library. Director Coffey responded that there is one and it is available online with the rest of the library policies. We have over 200,000 visits to the library annually and there are relatively few problems. Staff members have received mental health crisis training as well. If there is an issue, patrons are encouraged to speak to staff rather than directly dealing with the individual. We maintain a fine line between accommodating individual complaints and serving the needs of the rest of the community of library users. We also have care kits for the homeless and direct them to additional resources. We try to maintain a safe environment for everyone. Board Alternate Crissy asked if we have a policy regarding bringing guns into the library. Director Coffey explained that we cannot restrict open carry by law since we are a public building. Board Member Crissy asked if there is a homeless center in Pflugerville. Director Coffey responded that there is not, but there is a community center run by Travis County.

Adjourn

Chair Spoonemore adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Jennifer Coffey
Library Director

Approved as submitted on February 13, 2019.