



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, September 11, 2019

6:00 PM

1008 W. Pfluger Street, Pflugerville, TX

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#### Regular Meeting

##### Library Board Members:

Robert Spoonemore - Chair

Marylou Grzybowski - Vice Chair

Dawn Janacek - Secretary

Deborah Bronson

Carl Moore, Jr.

Bridget Boswell-Muntz

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 (Vice Chair), Bridget Boswell-Muntz, Dawn Janacek (Secretary), Deborah Bronson, George Sylvie, and Nick Crissy (Alternate).

Carl Moore, Jr. was absent.

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

Teen Liaisons: Gabriel Hayak and Maddie Flores

#### 2. Citizen Communication

none.

#### 3. Approval of Minutes

##### 3A. [2019-7812](#)

Discuss and consider action to approve the Library Board regular meeting minutes of August 14, 2019.

Minutes were approved as submitted.

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.

#### **4. Discuss Only**

- 4A. [2019-7814](#)** Report on the Friends of the Library activities.  
**Jennifer Coffey, Library Director**

Director Coffey reported the Friends are providing support to our upcoming Lib Con (formerly Comic Con). Their last book sale did very well. The Friends continue to explore the possibility of adding a donation button on the website.

- 4B. [2019-7813](#)** Teen Liaison reports.  
**Jeremy Ryan, Hendrickson High School**  
**Maddie Flores, Connally High School**  
**Gabriel Hayak, Weiss High School**

Gabriel Hayak reported that Weiss High School is setting up a station for students to register to vote. A display is also up in honor of Hispanic Heritage Month. Maddie Flores did not have anything to report.

- 4C. [2019-7811](#)** Library Director Report.  
**Jennifer Coffey, Library Director**

Director Coffey reported that youth programs are on a hiatus in August as staff prepares for the school year. She will be creating the annual report once the fiscal year ends and stats are collected. This report goes to the board and then to City Council. We've seen an increase in visits to the library, program attendance, and outreach numbers. Board Member Gryzbowski asked about the spike in electronic resource usage in the stats. Director Coffey explained that we changed the way we track some of these stats to try and better reflect their unique situation, which has led to an increase in some of the numbers over last year.

Director Coffey gave an update on the budget which has been given to City Council, but has not been approved yet. Council will also need to set the tax rate. There is concern about what effect the new laws related to city governments and allowable increases to tax rates will have on future budgets.

Chair Spoonemore asked for an update on the security cameras and Director Coffey responded that we have not received an update recently from IT, but hope to hear more soon.

- 4D. [2019-7818](#)** Board Terms

**Jennifer Coffey, Library Director**

Director Coffey gave an overview of board terms. Chair Spoonemore and Board Member Bronson cannot reapply and must wait a year before returning, if interested. Other members need to reapply. Information will be sent out.

**5. Discuss and Consider****5A. [2019-7817](#)****Policy Update****Robert Spoonemore, Library Board Chair**

Director Coffey explained some of the changes deemed necessary after consulting with the City's attorney. The meeting room usage policy no longer restricts religious groups from creating a room reservation and no longer restricts political related content from a groups activities. Some other minor changes were made. Board Member Sylvie asked if charging for room reservations was added. Director Coffey responded that it has not been added at this time, but likely will in the near future. Chair Spoonemore called for a motion to adopt the policy with changes as presented. Secretary Janacek made a motion, it was seconded by Board Member Sylvie. The motion passed unanimously.

**5B. [2019-7816](#)****Five-Year Plan****Robert Spoonemore, Library Board Chair**

Director Coffey went over the Five-Year plan, which had been distributed to board members in advance. Chair Spoonemore explained that the board officers had met with the director to go over the plan. The floor was opened for discussion. Director Coffey responded to questions raised by Board Member Sylvie regarding changes in the community and areas of growth. He was curious if city council needs to know answers to these questions. Director Coffey expressed that some of the goals could be more specific for the version given to city council. Director Coffey stated she would incorporate changes and resend the Five-Year plan to the board so that in can be voted on next month.

**6. Future Agenda Items****6A. [2019-7815](#)****Upcoming Agenda Items****Robert Spoonemore, Library Board Chair**

none.

**7. Adjourn**

Chair Spoonemore adjourned the meeting at 6:34 p.m.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as submitted on October 9, 2019