



# City of Pflugerville

## Minutes - Final

### Library Board

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Wednesday, December 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), Carl Moore, Jr., George Sylvie, and Nick Crissy (Alternate).

Deborah Bronson was absent.

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

City: Trey Fletcher – Asst. City Manager

Teen Liaisons: Gabriel Hayak 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

- 3A. [2019-8067](#) Discuss and consider action to approve the Library Board regular meeting minutes of November 13, 2019.

Minutes were approved as submitted.

4. **Discuss Only**

- 4A. [2019-8069](#) Report on the Friends of the Library activities.  
**Jennifer Coffey, Library Director**

Director Coffey reported the Friends are currently having a mini-sale on cookbooks in the library. We are still working with them on setting up a PayPal account. Their next large book sale will be in January.

- 4B. [2019-8068](#) Teen Liaison reports.  
**Jeremy Ryan, Hendrickson High School**  
**Maddie Flores, Connally High School**  
**Gabriel Hayak, Weiss High School**

Gabriel Hayak reported that they are busy decorating the Weiss High School Library for the holidays. Maddie did not have anything to report from Connally.

- 4C. [2019-8066](#) Library Director Report.  
**Jennifer Coffey, Library Director**

Director Coffey reported that the stats are looking good so far. The public computer issue has been fixed by the city's IT department. The security cameras are functioning. The Wi-Fi counter is expected to be set up soon. Program attendance is up again over last year, outreach is a big reason for this. We visit many schools including the PFISD Pace School. We also visit many non-traditional events like local Comic Cons and Maker Fests.

Board Member Moore Jr. asked for an update on the public computers. Director Coffey responded that the issue is our current computer management software will not provide updates and support for Windows 7, but our patron computers cannot be upgraded to Windows 10. We are working with IT to find a solution, including looking at other options. We do not have it in our budget to upgrade 45 public computers at this time. Board Alternate Crissy asked if we would be budgeting for new computers next fiscal year and Director Coffey responded that we would plan to replace some, but not all of the public machines.

- 4D. [2019-8070](#) Status of America's Libraries  
**Jennifer Coffey, Library Director**

Director Coffey gave an overview of the Status of America's Libraries report to the board. We are currently addressing many of the issues raised in the report. We are providing training to staff, the care cabinet, and a resources booklet to help with homelessness, mental health, and addiction. On the subject of

equity, diversity, inclusion, and social justice, staff is taking part in continuing education. We also have bilingual staff members, provide ESL materials in the collection, have a citizens corner with information for immigrants, and our librarians have presented on this topic at the annual Texas Library Association conference. We offer a DiversiTeen Book Club for teens to explore diverse subjects and characters, Heritage Month programs and displays, and senior programs and resources.

The census will be conducted soon and the library is looking at ways to offer support and be involved. We are working with IT to make links available on all patron computers to the census form in various languages. We applied for a grant to provide tablets at various city locations for citizens to fill out the census form online. Board Member Sylvie asked if we can actually help people fill out the census form. Director Coffey explained that due to privacy concerns we were told we could not directly help them, but we can help them access the links to the form.

Board Alternate Crissy asked about the idea of renting out the meeting rooms to bring in funds. Director Coffey responded that this has been tabled for the time being. Assistant City Manager Fletcher explained that this is a policy decision and the city administration is looking at a city wide policy for this idea. Board Alternate Crissy also asked if the library could provide books for the senior room at the Rec Center. Director Coffey responded that we could look at doing this.

## 5. Future Agenda Items

### 5A. [2019-8071](#)

Upcoming Agenda Items

#### **Robert Spoonmore, Library Board Chair**

Chair Spoonmore said his farewells and let the rest of the board know that next month they would be electing a new chair. He appreciates all the work and support the board has offered during his time as chair. Director Coffey and the board thanked Chair Spoonmore for his service to the library and the community.

## 6. Adjourn

Chair Spoonmore adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Jennifer Coffey  
Library Director

Approved as submitted on January 8, 2020