



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, June 15, 2022 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 MLK Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Keith Herring, Lu Hollander, Carol Kiphart, Sabrina Roberts, Renee Mueller, and Janie Mehrens

Advisory Board Members absent:

Jody Tyson, Lillian Marshall, and Jerry Jares

City staff present:

Idalia Avezuela

Others present

None

- 1. Call Meeting to Order** Library Advisory Board President Keith Herring presided and called the meeting to order. A quorum was present so meeting continued.
- 2. Citizen and Visitor Comments** none
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the April 20, 2022 Regular Meeting**

A motion was made by Lu Hollander and seconded by Lillian Marshall to approve the Minutes from the April 20, 2022 regular meeting as corrected.

Library Advisory Board President Keith Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Lillian Marshall	Absent
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Absent
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Yes
Board Member Renee Mueller	Yes

4. Discuss and Possibly Act Upon the Approval of Changes to Library Policies Outlined in the Nancy Carol Roberts Memorial Library Strategic Plan 2016 – 2026

Librarian Idalia Avezuela stated that the Library’s Interlibrary Loan Service did not have written policies in place, and the current standard procedures were not adequate and were causing issues regarding patrons returning items on a timely manner. It was stated by Ms. Avezuela that current procedure enabled tardiness in returning items to lending libraries, issue that could potentially cause for the library to lose borrowing privileges. Ms. Avezuela proposed creating an addendum to the current policy until the actual policy can be completely revised and approved by the board and city council. Board Chair Keith Herring suggested to create a waiver for patrons to sign, to make sure they have read and understood their rights and responsibilities when borrowing an Interlibrary Loan. The suggestion was accepted by Ms. Avezuela; a motion to create a policy Addendum and waiver was made by Renee Mueller. Lu Hollander seconded the motion. Chair Keith Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Lillian Marshall	Absent
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Absent
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Yes
Board Member Renee Mueller	Yes

5. Discussion Related to the Nancy Carol Roberts Memorial Library TSLAC Annual Report

Librarian Idalia Avezuela reported she submitted the Texas Libraries and Archives Commission Annual Survey and Certification Report. Ms. Avezuela explained the benefits of being certified by TSLAC and pointed out certain details from the document, including how exceptional the

Nancy Carol Roberts Memorial Library is regarding expenditures, and how more open conversations with the City of Brenham can help with the completion of next year's application. Ms. Avezuela stated that the results of the survey are still pending.

6. Discussion Related to the Dollar General Summer Reading Grant Award

Librarian Idalia Avezuela informed the Board that the Library was awarded the Dollar General Summer Reading Grant for 2022. She explained that it will be used to supplement the current Summer Reading work and fill in the rest of the Summer after the official program was done.

7. Discussion Related to the Remaining 2022 Meeting Dates

Dates for the upcoming Board meetings were discussed and reviewed. There has been no need to change or cancel meeting, which happen on the third Wednesday, every other month. The next meeting will take place on June 15th, 2022. Idalia Avezuela reminded everyone that the board does not have a regular meeting in December, to which Lu Hollander added that it was just a social. It was noted that the December date was very close to the Holidays, so the gathering was moved to earlier in the month, specifically December 14th, 2022.

8. Administrative Report

Librarian Idalia Avezuela explained that the previous format for the Administrative Report was designed specifically for the previous City Manager, and the New City Manager does not need to be presented as such. Ms. Avezuela explained that she decided to provide the Board with a cleaner report that shows the important numbers. Any other information could be found through our website and events calendar.

Meeting adjourned.

Keith Herring

Keith Herring
Chairperson

ATTEST:

Idalia Avezuela

Idalia Avezuela
Staff Liaison