



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, April 19th, 2023, at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 MLK Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Keith Herring, Carol Kiphart, Renee Mueller, Lillian Marshall, Janie Mehrens

Advisory Board Members absent:

Sabrina Roberts, Jerry Jares, Jody Tyson, Lu Hollander

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, and the meeting continued.
- 2. Citizen and Visitor Comments**, none
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the February 15th, 2023, Regular Meeting**

A motion was made by Lillian Marshal and seconded by Janie Mehrens to approve the Minutes from the February 15th, 2022, regular meeting.

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	Yes
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Absent
Board Member Jody Tyson	Absent
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Absent
Board Member Renee Mueller	Yes

4. Discuss and Possibly Act Upon Recommended Changes and Additions to Library Policies

Librarian Idalia Avezuela stated that the Nancy Carol Roberts Memorial Library policies are being updated. However, there are more urgent items that need to be assessed sooner than later as possible amendments that can be added as policy in the final document. The policy in question is a far in advance individuals and entities can book the Program and Conference Room in advance. The policy states that they can book a year in advance; Ms. Avezuela believes that, since the demand for those rooms has increased, limiting it to 6 months in advance will give a fair chance to more legitimate entities. Ms. Avezuela also stated that she could make an executive decision regarding exceptions to entities that would have a legitimate reason to book more than six months in advance on a case-by-case basis. Ms. Carol Kiphart asked how many entities book more than six months in advance, to which Ms. Avezuela responded that there are many, possibly more than 15. Ms. Avezuela also stated that some individuals and entities find loopholes in the policies and manage for-profit businesses in the rooms, keeping those slots from being used by legitimate not-for-profit entities. Ms. Renee Mueller was concerned that many groups must plan that far in advance and that not having the space secured could affect their plans, and Mr. Keith Herring agreed and believed that there are too many groups of this sort and exceptions cannot be made for so many, to which Ms. Avezuela agreed. Ms. Janie Mehrens mentioned that other solutions could be considered, like requesting paperwork. The Advisory Board decided to table the decision until we could think of other possible solutions.

The second policy presented by Ms. Avezuela sought to clarify if patrons needed library cards to use the study rooms, the same way it is required for the Johnson, Media, and Conference room. Ms. Avezuela mentioned she would be open to patrons reserving those smaller spaces, even with a library card. Still, her main concern is that the verbiage needs to be clear, regardless of what is decided. Ms. Renee Mueller stated that the policy applies to all rooms. There was no vote since the rule does not need to change; it just needs to be clarified.

5. Discussion Related to the Library’s 2023 Summer Reading Program

Librarian Idalia Avezuela mentioned that the preparations are going smoothly, and all presentations are booked. Ms. Avezuela also said that the program offerings had been expanded to adults, and a calligraphy class would be offered to patrons 16 years old and older. Mr. Herring asked what prompted the expansion, to which Ms. Avezuela responded that she asked for

feedback and led programs like that at other libraries. Ms. Avezuela stated that adults look forward to the Summer Reading Challenge just as much as kids. She also explained how the Beanstack interface works to log minutes and track progress and that it can be used by anyone that wants to join. Ms. Avezuela mentioned that mothers could read to infants, which counts for the challenge, and they can win prizes for them; Ms. Avezuela stated that this summer, the library partnered with Brandit Graphix to design and print the official shirts. She emphasized her commitment to supporting local businesses as much as possible.

6. Discussion Related to the Upcoming Meeting Dates

Upcoming meeting dates were discussed to make sure everyone was aware. Ms. Avezuela mentioned that changing the date for the December meeting is up in the air. Mr. Keith Herring stated that it would be better to decide that in a meeting closer to that date, and everyone agreed.

7. Administrative Report

Librarian Idalia Avezuela presented statistics regarding the use of the library. She mentioned that a new people counter was purchased, so the statistics in the reports were as exact as they could be. She noted that foot traffic, phone reference transactions, and text messaging keep increasing. Mr. Herring mentioned that the volunteer hours were missing; Ms. Avezuela said she was going to investigate, but she believes that she believes they are similar to March. She stated that an increase in volunteer hours usually occurs in May and throughout the summer. To finish the meeting, Ms. Avezuela mentioned that she has been increasing outreach efforts in various places and settings, hoping to reach out to community members that otherwise would not have been reached out to.

Meeting adjourned.

Keith Herring

Keith Herring
Chairperson

ATTEST:

Idalia Avezuela

Idalia Avezuela
Staff Liaison