



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday June 26, 2024 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 Martin Luther King, Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Sabrina Roberts, Lu Hollander, Renee Mueller, Keith Herring, Lillian Marshall, Will Corn, and Jody Tison

Advisory Board Members absent:

Jerry Jares and Janie Mehrens

City staff present:

Tammy Murphy and Susan Nienstedt

Others present

Deanna Kenisell, Tressie Roark, and Susan Myers

1. Call Meeting to Order

2. Citizen and Visitor Comments

Citizen Tressie Roark asked the Library Advisory Board (LAB) to consider overruling library policy to allow the Moms For America organization to reserve a common library area, specifically the children's room, for an event since the program room is reserved on the date needed. The library board declined to reserve common library areas that all patrons use for library services per the library Meeting Room Policy adopted by City Council 2016.

3. Discuss and Possibly Act Upon the Approval of the Minutes from the February 21, 2024 Regular Meeting

A motion was made by Sabrina Roberts and seconded by Jody Tyson to approve the Minutes from the February 21, 2024 regular meeting as written. Chairperson 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 Renee Mueller	Yes
Board Member Lu Hollander	Yes
Board Member Will Corn	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Yes
Board Member Janie Mehrens	Absent
Board Member Jody Tyson	Yes

4. Presentation and Discussion Related to the Library’s Summer Reading Program

A presentation was made by Librarian Tammy Murphy describing the 2024 “Adventure Begins at Your Library” summer reading program running from June 3 through July 12, 2024 . The three branches of participation by patrons of all ages were explained by Murphy, and the programs, activities and rewards were discussed by the board members. The participation statistics as of June 18, 2024 were in the packet and discussed with a final report to be presented at the August 2024 LAB meeting. Murphy thanked the library staff for their hard work with most programs reaching maximum capacity. Chair Keith Herring requested a comparison of the last four year’s participation statistics in the next update.

5. Discuss and Possibly Act Upon Recommended Changes and Additions to the Nancy Carol Roberts Memorial Library Fee Schedule within the Library Policies

Tammy Murphy presented the 2016 Library Fee Schedule included in the packet and explained some of the library services that incur a fee have changed or needed clarification updates.

Tammy stated that the proposed deletions were

1. Suggested Donations for Out of County Library Cards
2. Incoming Fax fees which the library no longer offers.
3. Interlibrary Loan Postage and Handling which the library stopped charging for in 2020.

Proposed additions and clarifications were

1. Email Generated Print wording changed from Wireless Print as the library does not have wireless printing for patrons.
2. Archival Scanner Print: The addition of the archival scanner requires an additional fee schedule line.

A motion was made by Lu Hollander and seconded by Renee Mueller to recommend changes and additions to the library fee schedule.

Chairperson 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 Renee Mueller	Yes
Board Member Lu Hollander	Yes
Board Member Will Corn	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Yes
Board Member Janie Mehrens	Absent
Board Member Jody Tyson	Yes

6. Administrative Report

Librarian Tammy Murphy provided the library statistics report for the last three months included in the LAB packet. In addition, Murphy provided the following updates

- A Financial Report on the Donation Fund expenditures and balance since last year.
- A 5 Year Plan Personnel Request of one full time library staff member was presented to Brenham City Council
- A Timeline on Fiscal Year 24-25 budget meetings with Brenham City Council
- A Dolly Parton Imagination Library (DPIL) monetary donation support by Fortnightly and a continuing new sponsor search for DPIL
- Community Services concerns of increased service hours at the library, staff time managing service workers, and budgeting of supplies for Commiunity Service tasks
- Library Accreditation by TSLAC granted for 2024-2025
- Possible expenditures from the Donation Fund for an AWE computer station, adult programming for Fiscal Year 25, and construction of program room closet shelving were discussed. Further research on each possible expenditure will be presented at the August LAB meeting.

7. Meeting adjourned.

Keith Herring

Chair Person

ATTEST:

Tammy Murphy

Staff Liaison