



**NOTICE OF A MEETING**  
**City of Brenham Library Advisory Board**  
**Wednesday, April 18, 2018 @ 5:15 p.m.**  
**City of Brenham City Hall**  
**200 W Vulcan Street, Second Floor Conference Room**  
**Brenham, Texas**

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1. Call Meeting to Order
2. Citizen and Visitor Comments

**WORK SESSION**

3. Discussion and Presentation Relating to the Nancy Carol Roberts Memorial Library's Participate in a Collaborative Social Service Initiative Pages 1 - 2

**REGULAR SESSION**

4. Discuss and Possibly Act Upon the Approval of the Minutes from the February 7, 2018 Regular Meeting Pages 3 - 7
5. Presentation and Discussion Relating to the Donation Funds for the Nancy Carol Roberts Memorial Library Page 8
6. Administrative Report
7. Adjourn

***CERTIFICATION***

*I certify that a copy of the April 18, 2018 agenda of items to be considered by the City of Brenham Library Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Thursday, April 12, 2018 at 1:40 p.m.*

***Paula Shields***

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*Paula Shields, Staff Liaison*  
*City of Brenham Library Advisory Board*

**Disability Access Statement: Disability Access Statement:** This meeting is wheelchair accessible. The accessible entrance is located at the N. Austin Pkwy entrance to the front of the Library Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that this notice and agenda of items to be considered by the City of Brenham Library Advisory Board was removed by me from the City Hall bulletin board on \_\_\_\_\_ at \_\_\_\_\_ Am/ Pm.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title



**MEMO**

**TO:** Library Advisory Board  
**FROM:** Andria Heiges  
**SUBJECT:** Community Round Table and Related Library Needs  
**DATE:** April 18, 2018

As the library continues to experience an increase in visitors and circulation numbers, we have observed a significant increase in health risk behaviors, mental health issues, and critical community needs from our patrons. Library staff works every day to meet a wide range of needs from our patrons and the following are some of the issues that we see most frequently:

Problem	Related Issues
Homelessness	Patrons asking for food, body odor/no place to shower, at library open to close, sleeping in car or on street
Runaways	Teens hiding in library, missing teen, trafficking, sleeping on street, concerns about online activity
Domestic Violence	Relationship violence, signs of abuse, women & children looking for safe place, supervised visitation at the library - fighting ensues/privacy concerns
Mental Health	Hearing voices, paranoia, talking to self, calling police from library
Drug Use	Marijuana use before entering library, drug deals inside library, back patio concerns, community service workers
Alcohol	Drinking and visiting library drunk, showing interest in getting help, asking for money
Theft	Stolen wallet recently, checking out materials and not returning
Bad Behavior	Fighting, cussing, disturbing patrons, refusing to leave when asked (mostly teens)



It is with these issues in mind that we request the support of the library advisory board at the upcoming Community Round Table meeting on April 24, 2018. The meeting, hosted by Tori Bryan, is open to all local nonprofits, community resources and community groups. The goal of the round table is to initiate collaboration and help increase awareness of the resources available in and to our local community. The Library hopes to connect with valuable community partners in order to work toward meeting community needs.

Attachments (1) -Meeting Invitation

# COMMUNITY



# THE MEET UP

APRIL 24, 2018 10:00AM HOSTED BY TORI BRYAN



NANCY CAROL  
ROBERTS MEMORIAL  
LIBRARY  
PROGRAM ROOM

100 MARTIN LUTHER  
KING JR. PKWY.

INVITING ALL LOCAL NONPROFITS,  
COMMUNITY RESOURCES AND  
COMMUNITY GROUPS.

OUR GOAL IS TO INITIATE  
COLLABORATION AND HELP  
INCREASE AWARENESS OF  
THE RESOURCES AVAILABLE IN  
& TO OUR LOCAL COMMUNITY.

# TABLE





## Library Advisory Board

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A meeting of the Library Advisory Board was held on Wednesday February 7, 2018 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 Martin Luther King, Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Alana Winkelmann, Meg Cone, Lu Hollander, Janie Mehrens, Keith Herring, Lillian Marshall, Marshia Foster

Advisory Board Members absent:

Christy Van Dyke and Renee Mueller

City staff present:

Wende Ragonis, Andria Heiges and Paula Shields

Others present

None

**1. Call Meeting to Order**

**2. Citizen and Visitor Comments**

There were no citizen and visitor comments.

**3. Discuss and Possibly Act Upon the Election of a Chairperson, Vice Chairperson and Secretary for a Term of One (1) Year**

A motion was made by Alana Winkelmann and seconded by Janie Mehrens to reappoint Keith Herring as Chairperson.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Marshia Foster	Yes
Board Member Meg Cone	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	<b>Absent</b>
Board Member Renee Mueller	<b>Absent</b>
Board Member Alana Winkelmann	Yes
Board Member Janie Mehrens	Yes
Board Member Lillian Mashall.	Yes

A motion was made by Alana Winkelmann and seconded by Marshia Foster to appoint Meg Cone as Vice Chairperson.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Marshia Foster	Yes
Board Member Meg Cone	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	<b>Absent</b>
Board Member Renee Mueller	<b>Absent</b>
Board Member Alana Winkelmann	Yes
Board Member Janie Mehrens	Yes
Board Member Lillian Mashall.	Yes

A motion was made by Keith Herring and seconded by Meg Cone to reappoint Alana Winkelmann as Secretary.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Marshia Foster	Yes
Board Member Meg Cone	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	<b>Absent</b>
Board Member Renee Mueller	<b>Absent</b>
Board Member Alana Winkelmann	Yes
Board Member Janie Mehrens	Yes
Board Member Lillian Mashall.	Yes

**4. Discuss and Possibly Act Upon the Approval of the Minutes from the October 18, 2017 Regular Meeting**

A motion was made by Janie Mehrens and seconded by Alana Winkelmann to approve the Minutes from the October 18, 2017 regular meeting as corrected.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Marshia Foster	Yes
Board Member Meg Cone	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	<b>Absent</b>
Board Member Renee Mueller	<b>Absent</b>
Board Member Alana Winkelmann	Yes
Board Member Janie Mehrens	Yes
Board Member Lillian Mashall.	Yes

**5. Presentation and Discussion Relating to the Review of the Goals and Objectives in the Nancy Carol Roberts Memorial Library Strategic Plan 2016 - 2026**

Community Services Director Wende Ragonis stated that the Strategic Plan was put together in 2016 and it is a 15-year plan. The Strategic Plan is required as part of the Library's accreditation with the State Library. Staff review the plan at the beginning of each year, noting what was accomplished and making any necessary changes for future plan updates.

Librarian Andria Heiges provided a review to the goals and objectives in the strategic plan. Heiges explained that there are six major goals. She outlined all that the library had accomplished in 2017 and identified opportunities for 2018.

Board member Meg Cone praised Andria and her staff for all the hard work they have put into the library to make it a success.

**6. Presentation and Discussion on the First Year of the New Library Facility**

Librarian Andria Heiges provided an overview of the first year of the renovated facilities. Heiges showed a presentation that was similar to the one she gave at Commissioner's Court.

**7. Discussion Relating to the Proposed 2018 Meeting Dates**

Administrative Assistant Paula Shields provide a list of the proposed Library Board Meetings for the 2018.

**8. Administrative Report**

Librarian Andria Heiges provided the following updates

- Fortnightly Club 117<sup>th</sup> birthday celebration was Feb. 6 held at the library
- New digital resources
  - Overdrive (ebooks) has a new app – Libby
  - Recorded Books – for downloading magazines. Currently there are 70 magazine subscriptions



- Mango – new app
- BiblioBoard – software that allows the library to upload its own content and offer to patrons; authors can upload their books and upload the document. Chair Keith Herring requested the City Attorney review the procedures from the State Library to ensure we are in compliance.
- Pressbooks which will format word documents and put it in ebook format
- Gene – can search newspaper articles

- Future - Web conferencing will be available in the Library conference rooms

Board Member Janie Mehrens asked for information **related** to the donation fund. Mehrens also requested information regarding Pierre Robert's life **insurance** policy for the Library.

## 9. **Adjourn**

Meeting adjourned.

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Keith Herring  
Chair Person

**ATTEST:**

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Paula Shields  
Staff Liaison

## Library Donations Balance as of 4/12/18

### Non-capital/Undesignated Library Donations

M/M Pierre Roberts (Dec. 2016)	10,000.00
B.R. Schmidt-Geneology Room (Dec. 2016)	500.00
M/M Pierre Roberts (Mar. 2017)	2,000.00
Milton Tate (Mar. 2017)	150.00
M/M Pierre Roberts (Apr. 2017)	10,000.00
Fortnightly Club (Apr. 2017)	335.00
M/M Pierre Roberts (Aug. 2017)	10,000.00
FY17 Donations received at library desk	2,228.78
M/M Pierre Roberts (Dec. 2017)	10,000.00
FY18 Donations received at library desk	2,281.55
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	47,495.33

### Expenditures from Undesignated Donated Funds

Install Cornerstone	(500.00)
Tempered Glass	(966.18)
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	(1,466.18)

### Balance of Non-capital/Undesignated Library Donations

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**46,029.15**

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