



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday June 19, 2019 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, Keith Herring, Lillian Marshall, Jamey Johnson, Marshia Foster and Renee Mueller

Advisory Board Members absent:

Christy Van Dyke and Janie Mehrens

City staff present:

Carolyn Miller, Andria Heiges and Kacey Weiss

Others present

None

1. Call Meeting to Order

2. Citizen and Visitor Comments

3. Introduction of New Board Member

Dr. Jamey Johnson introduced herself to the board.

4. Discuss and Possibly Act Upon the Approval of the Minutes from the February 20, 2019 Regular Meeting

A motion was made by Lu Hollander and seconded by Lillian Marshall to approve the Minutes from the February 20, 2019 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 Jamey Johnson	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	Absent
Board Member Renee Mueller	Yes
Board Member Sabrina Roberts	Yes
Board Member Janie Mehrens	Absent
Board Member Lillian Marshall	Yes

5. Presentation and Discussion Related to the Library Technology Needs Assessment and Edge Initiative

Librarian Andria Heiges presented this item. Heiges stated that library was invited to participate in an initiative through the Urban Library Council known as the Edge Study. The statewide program, funded by the Bill and Melinda Gates Foundation, takes participants through a survey which evaluates library technology services in different categories, including:

- Digital Skills & Economic Opportunity
- Civic Engagement, Education & Health
- Community Needs & Community Leaders
- Technology Planning & Staff Expertise

Heiges state that in comparison to peers of the same service population, the report showed that the library's strengths are its classes, access to digital tools and community outreach & engagement. The weaknesses are lack of citizenship and foreign language classes, and lack of assessments of existing programs. She stated that this evaluation would help shape future service goals for the library and asked for future board input on what they would like to see in the form of library technology offerings.

6. Discuss and Possibly Act Upon Recommended Changes to Policy and Interlibrary Loan Fees

Andria Heiges stated that the addition of the Teen Room Policy in June of 2019 has been extremely useful in correcting bad behavior, but that a few adjustments were needed after observing issues related to gaming by teens in the teen room.

A motion was made by Lillian Marshall and seconded by Sabrina Roberts to remove Gaming Policy Rule 3.3 and replace it to read- Gaming by teens on desktop computers is limited to 1 hour per day for teens unless accompanied by a parent; and to change Gaming Policy 3.6 to read – Open gaming will be limited to 1 turn per day on each game system. Each turn will be up to one hour, or can continue if no one is waiting for the game. Users must end play immediately at the request of the staff or 15 minutes before closing.

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 Jamey Johnson	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	Absent
Board Member Renee Mueller	Yes
Board Member Sabrina Roberts	Yes
Board Member Janie Mehrens	Absent
Board Member Lillian Marshall	Yes

Librarian Andria Heiges then presented about changes to Interlibrary Loan fees. Heiges stated that at a recent library conference it was brought to her attention that most public libraries do not charge for Inter Library Loan (ILL) services. The library currently charges its patrons \$3 per item to cover the cost of postage. A grant available through the Texas State Library offer is a re-imbusement program for libraries and will pay \$9 for every item borrowed from NCRML by other libraries. Heiges proposed using this grant to cover the cost of postage and recommended eliminating the \$3 ILL fee for library patrons.

A motion was made by Renee Mueller and seconded by Marshia Foster to eliminate the current ILL fee of \$3 and to participate in the TSLAC grant re-imbusement program for 2019-2020.

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 Jamey Johnson	Yes
Board Member Lu Hollander	Yes
Board Member Christy Van Dyke	Absent
Board Member Renee Mueller	Yes
Board Member Sabrina Roberts	Yes
Board Member Janie Mehrens	Absent
Board Member Lillian Marshall	Yes

7. Discussion Relating to Facility Repair Needs

Librarian Andria Heiges presented this item. Heiges stated that the library meeting spaces have been well used by the community since the library re-opened in 2016. Heiges explained that a 2nd chair rail was needed in certain rooms to assist with wall damage from chairs and tables. The board agreed to look at color samples from Inpro for a Palladium Vinyl Rubrail at the next board meeting.

8. Administrative Report

Librarian Andria Heiges provide the library report for February 2019 through May 2019. In addition, Heiges provided the following on the upcoming May/June 2019 programming at the Library.

- Health & Exercise Classes
- Craft Classes
- A large donation by the Fortnightly Club
- Summer Reading – A Universe of Stories Program Schedule

Meeting adjourned.

Keith Herring

Chair Person

ATTEST:

Andria Heiges

Staff Liaison