



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, August 17, 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, Jody Tyson, Carol Kiphart, Sabrina Roberts, and Renee Mueller

Advisory Board Members absent:

Lillian Marshall, Jerry Jares, Janie Mehrens, and 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 so meeting continued.
- 2. Citizen and Visitor Comments** none
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the August 17, 2022, Regular Meeting**

A motion was made by Renee Mueller and seconded by Carol Kiphart to approve the Minutes from the August 17, 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	Absent
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Absent
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Yes
Board Member Janie Mehrens	Absent
Board Member Lu Hollander	Absent
Board Member Renee Mueller	Yes

4. Presentation and discussion of Proposals for the Ladd and Katherine Hancher Grant

Librarian Idalia Avezuela explained that proposals for the Hancher Grant are due soon, and for the previous round a project to digitize the Banner Press and to upload it to UNT's Portal of Texas History was proposed. The project was granted the funds, but the money was just enough to fund about half of the collection. Ms. Avezuela stated that a proposal to continue the project is an option; however, some severe needs in the library have been noticed that might warrant using grant funds for those. Ms. Avezuela explained that the circulating collection at the library has considerable gaps and could benefit from going through a formal audit. The proposed action entails using donation funds (\$5,000) to do the audit and submit the Banner Press project for the grant. Otherwise, a grant proposal for the audit would be prioritized, and the Banner Press project's fate would lie in the use of donation funds. It was discussed and agreed that a proposal for the Banner Press had a better chance of getting the grant funds, and the audit funding would be discussed and voted on later in the meeting. A motion to submit a proposal for the Banner Press Digitization project was made by Renee Mueller. Carol Kiphart 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	Yes
Board Member Janie Mehrens	Absent
Board Member Lu Hollander	Absent
Board Member Renee Mueller	Yes

5. Presentation and Discussion of Proposed Donation Fund Expenditures

Librarian Idalia Avezuela presented the amount of donation money available and the status of Donation Fund earmarked items. The existing records established that there were items from 2018 and 2021 that were still pending fulfillment, as well as items from this year. These items include Chromebooks, STEM kits, and books. It was agreed that these items should be fulfilled immediately. Ms. Avezuela then proceeded to present proposed expenses. These items to be bought by the library include a Cricut maker 3, mental health and wellness kits and the previously discussed Collection Audit. Ms. Avezuela explained the need for the stated items and the cost. A

motion to use donation funds for the stated items was made by Renee Mueller. Sabrina Roberts 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	Yes
Board Member Janie Mehrens	Absent
Board Member Lu Hollander	Absent
Board Member Renee Mueller	Yes

6. Presentation and Recapping of Library's 2022 Summer Reading Program

Librarian Idalia Avezuela made a presentation of the Summer Program activities, the numbers regarding attendance and participation in the Challenge and the overall reception of the event. Participants increased from last year and seemed to enjoy the new Beanstack reading and prize tracker. Ms. Avezuela explained that this was the first time in two years that the children's events were held in the library's program room, and they were all well received. Overall, the program was a great success.

7. Administrative Report

Librarian Idalia Avezuela presented statistics regarding the use of the library and its resources. Foot traffic over the months has increased, as well as the number of new library cards issued. The Kajeet internet hot spots have increased in popularity. Ms. Avezuela stated that she is in conversations with the company regarding the acquisition of more units.

Meeting adjourned.

Keith Herring

Keith Herring
Chairperson

ATTEST:

Idalia Avezuela

Idalia Avezuela
Staff Liaison