



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, October 19, 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, Carol Kiphart, Sabrina Roberts, Lillian Marshall, Janie Mehrens, and Jody Tyson

Advisory Board Members absent:

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

4. Discussion Related to the Ladd and Katherine Hancher Grant

Librarian Idalia Avezuela announced that the Ladd and Katherine Hancher Foundation awarded the library \$31,000 to continue digitizing the Brenham Banner Press, in collaboration with the Portal of Texas History, maintained by the University of North Texas. Keith Herring asked how much had been granted in past years; Ms. Avezuela explained that in past cycles, the library had been awarded \$15,000. Ms. Avezuela also explained that the funding could have the Banner Press digitized into the 1990s.

5. Discuss and Possibly Act Upon the Renewal of the Library Equipment Maintenance Contract

Librarian Idalia Avezuela brought to the Advisory Board’s attention that the new Crowley Book Scanner was originally covered for only three months of maintenance. The library had to purchase an additional package to have a full year of maintenance. This package needed to be renewed soon, and Crowley warned us that the package provided before was promotional and the actual package would cost significantly more than what was paid for before. Since the expense was not accounted for in the General Budget for the current, Ms. Avezuela will need to use donation funds to purchase the package. Library Advisory Board Keith Herring called for a vote to purchase the maintenance package with donation funds for the current Fiscal Year. 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	Yes
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Yes
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Absent
Board Member Renee Mueller	Absent

6. Discuss and Possibly Act Upon the Application for the J. Frank Dobie Library Trust Award

Librarian Idalia Avezuela explained the details and criteria to apply for the Dobie Library Trust award. Support of the community and population size are the main criteria, and the library qualifies in both categories. The library has yet to apply for this particular award before, and it was a good opportunity to obtain specialized materials. The Advisory Board recommended seeking out community members to assist with history and community involvement over the years.

7. Discussion Related to the Ingram Library Audit

Librarian Idalia Avezuela explained that the Ingram Inclusiveness and Core Collection audit is in progress and should be done by the end of November. The audit will provide reports and comparisons with similar libraries, and ways to purchase the needed materials.

Ms. Avezuela also explained that the audit would be a total of \$7,000 for the audit, instead of the original \$5,000. Ms. Avezuela explained that it was worth the expense and will provide good information for the long-term health of the collection. The insights will help assess weaknesses and strengths in the current collection and will help develop it into a sustainable collection of resources.

8. Discussion Related to the Upcoming Meeting Dates

Librarian Idalia Avezuela provided dates for the upcoming meetings for 2022 and the first two meetings for 2023.

9. Administrative Report

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

Meeting adjourned.

Keith Herring

Chairperson

ATTEST:

Idalia Avezuela

Staff Liason