



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, December 20, 2023 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 MLK Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Keith Herring, Sabrina Roberts, Jody Tyson, Lillian Marshall, and Jerry Jares

Advisory Board Members absent:

Lu Hollander, Janie Mehrens, and Renee Mueller

City staff present:

Tammy Murphy, Lou-Lou Barbour

Others present

Sarah Forsythe

- 1. Call Meeting to Order** Library Advisory Board Chairman Keith Herring presided and called the meeting to order. A quorum was present, and the meeting continued.
- 2. Citizen and Visitor Comments** Visitor and Library Staff member Lou Lou Barbour expressed her preference for Interim Librarian Tammy Murphy as the next Library Director. She mentioned that there have been several librarians chosen from outside the community and is concerned that the hiring process is difficult when the applicants are unknown. Chairman Keith Herring explained the ongoing process of choosing a librarian to Mrs. Barbour and the Board.
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the October 20, 2023 Regular Meeting**

The minutes from the October 20, 2023 meeting were reread and action was taken. A motion was made by Lillian Marshall and seconded by Sabrina Roberts to approve the Minutes from the October 20, 2023 regular meeting as written.

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

4. Discuss the Teen Room Rules of Use

Interim Librarian Tammy Murphy read the agenda packet memorandum from Susan Nienstedt summarizing the subcommittee's decision of teen room rules of use. Members Susan Nienstedt, Tammy Murphy, and Renee Mueller met and discussed steps that could be taken to ensure the room being used for teens. Examples of a door sign for the teen room, reserved signs for teen use seating on the furniture, and an updated rules poster were included in the agenda packet. Any further changes were tabled until the new librarian evaluates the room rules of use.

5. Presentation and Update of Board Appointments

Tammy Murphy read information relating to the applicants for the Library Advisory Board. A City Council subcommittee is evaluating the applications and will choose the top applicant. The City Council will appoint the final candidate at a subsequent board meeting. There was a report by Sabrina Roberts concerning the Fortnightly Club Library Advisory Board members Sabrina Roberts, Janie Mehrens, Lu Hollander, and Renee Mueller. All members currently serving were reelected by a Fortnightly vote to provide continuity for the new librarian. Sabrina will report the term limits for each at the next Library Advisory Board meeting.

6. Administrative Report

Interim Librarian Tammy Murphy provided the statistical reports for the last two months. In addition, Murphy provided the following information about the library.

- The librarian search continues with a questionnaire and essay for the candidates while applications remain open.
- The Libcal reservation system development is complete and active with no disruptions.

- The yearly maintenance checkup for the archival scanner was completed with a recommendation for a beveled glass cover to flatten books to improve scan quality.

Meeting adjourned. The Christmas Social for the Board and staff members began.

Keith Herring

Chair Person

ATTEST:

Tammy Murphy

Staff Liaison