



NOTICE OF A REGULAR MEETING
City of Brenham Library Advisory Board
Wednesday, June 17, 2026 @ 5:15 p.m.
Nancy Carol Roberts Memorial Library
100 Martin Luther King Jr. Pkwy.
Brenham, Texas

- 1. Call Meeting to Order**
- 2. Citizen and Visitor Comments**
- 3. Discuss and Possibly Act Upon the Approval of the Minutes of the April 15, 2026 Regular Meeting**
- 4. Discuss and Possibly Act Upon the Approval of the Donation Fund Use to Purchase Patio Furniture**
- 5. Discuss and Possibly Act Upon the Approval of the Art and Exhibit Display Policy**
- 6. Discussion regarding Midsummer Update on the Reading Challenge and Citizen101 Program**
- 7. Board and Fortnightly Reports**
- 8. Administrative Report**
- 9. Adjourn**

CERTIFICATION

I certify that a copy of the April 15, 2026 agenda of items to be considered by the City of Brenham Library Advisory Board was posted to the Nancy Carol Roberts Memorial Library door at 100 MLK Jr. Pkwy, Brenham, Texas and to the City of Brenham Bulletin Board at 200 West Vulcan Street Brenham, Texas on Thursday, June 11, 2026 at 1:40p.m.

Tammy Murphy

Tammy Murphy, Librarian
Nancy Carol Roberts Memorial Library

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 seventy-two (72) hours before the meeting) by calling (979) 337-7567 for assistance.
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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 or Library door on _____ at _____ Am/ Pm.

Signature

Title



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, April 15, 2026 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 Martin Luther King, Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Lillian Marshall, Jan Klingsporn, Sue Anderson, Will Corn, Shannan Schultz, Keith Herring, and Kay Hanson-Clerc

Advisory Board Members absent:

Gail Smith and Susan Myers

City Staff present:

Tammy Murphy

Others present

none

1. Call Meeting to Order

Board chairman Keith Herring called the meeting to order at 5:15pm.

2. Citizen and Visitor Comments

No comments

3. Discuss and Possibly Act Upon the Approval of the Minutes of the February 25, 2026 Regular Meeting

A motion was made by Lillian Marshall and seconded by Jan Klingsporn to approve the Minutes from the February 15, 2026 regular meeting. Herring called for a vote. The motion passed with the Board voting as follows:

Chairman Keith Herring	Yes
Board Member Lillian Marshall	Yes
Board Member Gail Smith	Absent
Board Member Shannan Schultz	Yes
Board Member Will Corn	Yes
Board Member Susan Myers	Absent
Board Member Sue Anderson	Yes
Board Member Kay Hanson-Clerc	Yes
Board Member Jan Klingsporn	Yes

4. Discussion regarding the Library's base budget and items to considered for inclusion in the budget.

Librarian Tammy Murphy explained the city's budget procedure to the new board members. Discussion began with a recommendation to ask the interior paint contractor what room priority they recommend. The board members were in agreement to recommend the completion of the entire painting project at one time. They also recommend to raise the front desk to the proper height and not replace the desk motor for a third time. Chair and table replacements were acceptable. The board members advised to have all patio furniture bids include warranty and materials list.

5. Discuss and Possibly Act Upon the Approval of the Art and Exhibit Display Policy

Librarian Tammy Murphy introduced the art and exhibit display draft written by Murphy and Karen Stack, City of Brenham Legal Services Admin. The board members agreed with most of the policy but wanted stronger wording on what the City would not want to have displayed in the library or wording that would allow the library to have a display refused or removed. It was also suggested that TML insurance be asked what they would consider as insurable limitations. A motion was made by Will Corn and seconded by Lillian Marshall to table the approval of the art and exhibit display policy. Herring called for a vote. The motion passed with the Board voting as follows:

Chairman Keith Herring	Yes
Vice Chairman Lillian Marshall	Yes
Board Member Gail Smith	Absent
Board Member Shannan Schultz	Yes
Board Member Will Corn	Yes
Board Member Susan Myers	Absent
Board Member Sue Anderson	Yes
Board Member Kay Hanson-Clerc	Yes
Board Member Jan Klingsporn	Yes

6. Discussion of Updates from the Dolly Parton Imagination Library

DPIIL committee member Sue Anderson announced that the committee had approved increasing the active enrollment to 200 from 125. Sue will reach out to the Postal Service to

reach an agreement on handling undelivered books. When the agreement is complete, Murphy stated the DPIL rep will add 77834 to our city location coverage. The committee members also reported they will create a calendar of reaching out to early childhood focused businesses to promote the program and applications.

7. Discussion Regarding Library Birthday Events and Dates

Tammy Murphy updated the calendar of upcoming Library125 birthday events including the April Mahjong classes and May Open Play nights, Summer Reading programs and Sewing camps in June and July. Events are planned monthly throughout the library's 125th year of operation.

8. Board and Fortnightly Report

Fortnightly members discussed ongoing work at the book house. Librarian Murphy requested the Fortnightly members' input in writing a Year in the Life of the Book Sale for the City Council donation check presentation for 2026.

9. Administrative Report

Librarian Tammy Murphy provided the library statistics report for the last three months included in the LAB packet. In addition, Murphy provided the following updates:

- The donation fund balance is \$208, 984.
- The Dolly Parton Imagination Library has a balance of \$2,928 and 125 children enrolled. Librarian Tammy Murphy reported the library received \$1,118 reimbursement from the TSLAC managed grant that pays half the cost of the library's invoice each month for two years.
- Quarterly statistics showed a program participation leap from January through March.
- Staffing changes include the hiring of Grace Greenlaw who began April 13, 2026.
- Professional Development continues with state library director class, TLA convention classes, cyber security, Library of Congress resources, cataloging, and grant writing.

10. Adjourn

Keith Herring adjourned the meeting.

Keith Herring
Chair Person

ATTEST:

Tammy Murphy
Staff Liaison



To: Library Advisory Board

From: Tammy Murphy

Subject: Discuss and Possibly Act Upon the Approval of the Donation Fund Use to Purchase Patio Furniture

Date: June 11, 2026

After meeting with the Finance Department for the FY26-27, it was decided we will need to use donation funds to purchase outdoor patio furniture. We will compare and possibly act upon the selection of benches and tables from two companies.

Information and comparison charts are included in the following pages for the LAB to review prior to the meeting and discussion. We will view a few vendor websites. Pricing varies by the different vendors, sales, and possible government discounts, but comparison between the two should be accurate in the ranges shown online.



50 Years Guaranteed Against Breakage Eco Friendly

Hex Table - Wood Grain Naturals

★★★★★ 4.9 | 7 Reviews

As low as

\$1,399.00 Quantity discounts available

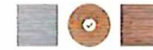
SKU: KTB1600W-TK/BK Treetop SKU: 12K6077-TK/BK Kirby SKU: ATB1600W-TK/BK

Quantity Discounts

Quantity	3	6
Price	\$1,359.00	\$1,319.00

Product Configuration

Select Color



Selected Color : Teak

Ships in 6 - 8 Weeks

Qty



Wheelchair Accessible - 1 Chair Hex Table

★★★★★ 4.9 | 10 Reviews

As low as

\$1,239.00 Quantity discounts available

SKU: KTB1605CD/BK Treetop SKU: 12K5662-CD/BK Kirby SKU: ATB1605-CD/BK

Quantity Discounts

Quantity	3	6
Price	\$1,205.00	\$1,165.00

Product Configuration

Select Color



Selected Color : Cedar



Aurora Bench Arched Back

★★★★★ 0 Reviews

As low as

\$1,399.00 Quantity discounts available

SKU: KBM1510-CD Treetop SKU: 22K2541-CD Kirby SKU: ABM1510-CD

Quantity Discounts

Quantity	3
Price	\$1,359.00

Product Configuration

Select Color



Selected Color : Cedar

Ships in 2 - 3 Weeks



Tammy Murphy <tammymurphy77@gmail.com>

Barco Products: Quote# QUORCO32065

1 message

Barco Products <sales@barcoproducts.com>

Fri, Feb 13, 2026 at 9:27 AM

Reply-To: Barco Products <messages.1315792.30283600.e959ddf39e@1315792.email.netsuite.com>

To: tammymurphy77@gmail.com

Tammy,

I received your voice message this morning. See below for the quote. As I mentioned yesterday in my message, I have added the 10% discount for you on this quote, you would just need to place the order before March 31st since the discount is for orders placed during the 1st quarter of 2026. Let me know if you have any questions on this.

Thank you for your interest in Barco Products. Below is the quote you have requested. Kindly review the details for accuracy and let us know if any changes are necessary or when you are ready to proceed with the order. Please note that the product pricing is valid for 30 days and, due to current market uncertainties, cannot be extended beyond that period.

We look forward to doing business with you.

Thank you,

Scott Schafer
Barco Products Sales Representative
(630) 845-5476

P.S. KirbyBuilt and TreeTop Products are officially united under one name: Barco Products. This means one trusted source for all your commercial site furnishing needs. You will see additional names and SKU numbers on select products to help customers during this transition. Barco Products will appear on your billing statement and order confirmation. If you have any questions, we're here to help:

USA: (800) 338-2697

Canada: (866) 538-5848

Please review our company's Product Warranty, Shipping Policy, and Return Policy as stated at the bottom of our website: www.barcoproducts.com before placing your order.



Quote

Account Number - 406331

Barco Products, LLC
24 N Washington Ave
Batavia IL 60510
(800) 338-2697
customerservice@barcoproducts.com

Estimate # QUORCO32065

2/10/2026

EXCLUSIVE BRANDS



Model #: WBB2331053

Global Industrial™ 6' Hexagon Picnic Table, Recycled Plastic, Gray

Write a Review | Questions & Answers (1)

Shop All Traditional Picnic Tables with Plastic Base

Select Color



Product Description

- ✓ 1200-pound weight capacity
- ✓ Durable, eco-friendly recycled plastic resin
- ✓ Resin won't crack, split, warp or rot

The gray top Global Industrial™ 6' Recycled Plastic Hexagon Picnic Table is a heavy-duty & sustainable seating option that is ideal for schools, camps, parks, break areas, and any outdoor environment requiring

♥ Add to list 🔊 Share 📄 Spec Sheet

PRICE

\$1,449.00

1 ▾

Add To Cart

Bulk Pricing

QUANTITY	PRICING
Buy 1 unit - 2 units	\$1449.00
Buy 3 units - 5 units	\$1379.00 Save \$70.00 (5%)
Buy 6+ units	\$1335.00 Save \$114.00 (8%)

Ships in 2 Business Days ⓘ

Ship to 77833 | Change zipcode

Estimated delivery to 77833 by 12th Jun 2026



📞 Sales: 1.888.978.7759

[Browse History](#) | [Customer Support](#) | [Chat](#) | [Catalog](#) | [Knowledge Center](#)

🇺🇸 English



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We can supply that.™

Enter a keyword or part number



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SHOP BY INDUSTRY ▾

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NEW PRODUCTS

EXPLORE SOLUTIONS ▾

CATALOG ▾

Home > Furniture & Decor > Outdoor Furniture > Outdoor Seating > Outdoor Benches > Plastic Outdoor Benches

♥ Add to list 🔊 Share 📄 Spec Sheet

Model #: WBB264255

MPN #: PB 6CEDBFC0N

Frog Furnishings Contour 6' Recycled Plastic Bench, Cedar Bench/Black Frame

Write a Review | Questions & Answers (0)

Shop All Recycled Plastic Benches with Back

Product Description

This Frog Furnishings bench is made with seven 2" x 4" Resinwood slats and black recycled plastic bases. Now with stronger and longer lasting stainless steel hardware. It is made with 100% recycled plastic that is environmentally friendly, maintenance free and vandal resistant.

PRICE

\$1,225.00

1 ▾

Add To Cart

Bulk Pricing

QUANTITY	PRICING
Buy 1 unit - 2 units	\$1225.00
Buy 3+ units	\$1165.00 Save \$60.00 (5%)

Ships in 28 Business Days ⓘ

Ship to 77833 | Change zipcode

Estimated delivery to 77833 by 21st Jul 2026

-
-

Procurement Comparison Worksheet (Estimated)

Category	Barco (Quoted)	Frog Furnishings Alternative
Bench Model	Barco Aurora 6' Bench	Frog Furnishings Cedar Bench, 6' - Recycled Plastic Outdoor
Unit Bench Price	\$1,359	\$1,225
Qty Benches	3	3
Bench Subtotal	\$4,077	\$3,675
Table Unit Price	\$1,399	\$1,449
Qty Tables	3	3
Table Subtotal	\$4,197	\$4,347
Product Subtotal	\$8,274	\$8,022
Estimated Freight (TX)	\$900–\$1,300	\$1,000–\$1,500
Estimated Delivered Cost	\$9,174–\$9,574	\$9,022-\$9,522
Recycled Plastic Warranty	50 years against breakage Barco Products +1	Lifetime durability advertised; verify final warranty with dealer
Texas Public Library Suitability	Excellent	Excellent
ADA Table Availability	Yes	Available from manufacturer
Made in USA	Yes Barco Produ... +1	Yes (manufacturer literature)

Attribute



Barco Aurora Bench Arched Back 6' Bench

\$999.00 • Barco Products

Frog Furnishings Brooklyn
6' Recycled Plastic Bench

\$879.00 • Global Industrial

Overall Dimensions	72" L × 22" W × 35.5" H Barco Products	Approx. 72" length (6-ft model)
Seat Material	Recycled plastic lumber	Proprietary Resinwood recycled plastic
Frame Material	Powder-coated recycled steel frame Barco Products	Recycled plastic frame with stainless hardware
Weight	157 lbs Barco Products	Not consistently published
Mounting	Surface mount	Surface mount options available
Appearance	Traditional arched-back park bench	Contemporary slat-style park bench
Warranty	Recycled-plastic components covered by Barco's long-term commercial warranty program; often specified as 50-year recycled-plastic warranty in municipal purchasing literature Barco Products	50-year warranty against rot, decay, insect deterioration; workmanship warranty can be listed separately by dealers
Approx. Unit Price	\$999–\$1,399 depending on distributor/configuration Barco Products	\$879–\$1,190 depending on distributor/configuration
Estimated Cost for 2 Benches	Approximately \$1,998–\$2,798	Approximately \$1,758–\$2,380
Shipping / Lead Time	Often 2–3 weeks for commercial orders (your uploaded quote showed 2–3 weeks)	Distributor inventory often ships more quickly; varies by dealer
Best Use	Libraries, civic plazas, parks, downtown streetscapes, campuses	Parks, libraries, trails, campgrounds, sustainable focused projects

Category	Winner	Reason
Lowest Cost	Frog Furnishings Brooklyn	Generally lower acquisition cost for two benches.
Structural Rigidity	Barco Aurora	Steel frame provides excellent strength and resistance to heavy public use.
Sustainability	Frog Furnishings Brooklyn	Entire structure is recycled plastic with no steel frame.
Traditional Park Appearance	Barco Aurora	Arched-back design resembles classic municipal park furniture.
Corrosion Resistance	Frog Furnishings Brooklyn	No steel structural frame to rust or corrode.
Long-Term Municipal Value	Barco Aurora	Proven park and municipal specification product with robust commercial construction.

Purchase Cost for Two 6' Benches

Product	Approx. Unit Cost	Qty	Approx. Total
Barco Aurora 6' Arched Back Bench	\$1,399	2	\$2,798
Frog Furnishings Brooklyn 6' Bench	\$1,189	2	\$2,378

Estimated Savings with Frog Furnishings: approximately \$420 for a two-bench purchase.

Recommendation: For a Texas public library or municipal installation where durability, appearance, and long-term structural performance are the primary concerns, the **Barco Aurora Bench** has a slight advantage. If sustainability, corrosion resistance, and lower upfront cost are higher priorities, the **Frog Furnishings Brooklyn Bench** is the stronger choice.

Barco Products





To: Library Advisory Board

From: Tammy Murphy

Subject: Discuss and Possibly Act Upon the Approval of the Art and Exhibit Display Policy

Date: June 11, 2026

As discussed in previous Library Advisory Board meetings, the NCRML policy manual needs updating as services change. After discussions, the board has approved recommended policy changes to be taken to The Brenham City Council for approval in the following areas:

1. Library Card and Circulation Policy
2. Computer and Internet Usage Policy
3. Internet Safety Policy
4. Meeting Room Policy
5. Patron Conduct Policy
6. Fee Schedule

In continuing on with our discussion of the Art and Exhibit Display Policy draft created by the Librarian and the Legal Service Director Karen Stack, the original version from Ms. Stack is the following page 8 and her updated version with bolded changes we requested in April 2026 is page 9-10. We will have a discussion and possible approval of the Art and Exhibit Display Policy.

Art and Exhibit Display Policy

The following policy governs all exhibits and displays at the Nancy Carol Roberts Memorial library:

1. Exhibits should:
 - 1.1 Contribute positively to the Library's environment.
 - 1.2 Enrich the life of the local community and create a means of strengthening partnerships between the Library and the wider community.
 - 1.3 Highlight, whenever possible, the collections, resources, and services of the Library.
2. Requests for exhibit space will generally be considered in the order in which they are received, with possible exceptions being made for vital timeliness of a particular display or exhibit.
3. The Library reserves the right to limit the size, the number of items, the display schedule, and the frequency with which any one individual, artist, or organization may place a display in the library. The dates of any display or exhibition will be agreed, arranged, and established in advance with the exhibitor.
4. All displays and exhibits must include a credit line, i.e. a sign stating the sponsorship of the display or exhibit.
5. Installation and removal of exhibits:
 - 5.1 Transporting, unloading, hanging, and/or setting up exhibits, as well as the later dismantling of same, are the responsibility of the exhibitor, with and under the supervision of library staff. Aid may be provided by city staff at the request of the owner. Any aid from city staff will be at the direction of the owner.
 - 5.2 Both installation and dismantling must conform to the exhibit dates approved in advance.
6. The exhibitor acknowledges that the City may seek to insure the exhibit through Texas Municipal League Insurance ("TML Insurance"). The exhibitor acknowledges and agrees that the TML Insurance may or may not cover damage to the exhibit and that the TML Insurance is for the protection of the City against liability created by placement of the exhibit on City property. Exhibitors must sign the "Artist Agreement and Release Form."
7. An inventory of pieces on exhibit will be submitted to the Library Director or Assistant Director when the exhibit is set up and should be checked again upon dismantling of the exhibit.
8. Though the library may be providing space for an exhibit, this does not indicate an endorsement by the library or its administration of the particular display, nor of any statement or position promoted by the exhibit or display.

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3. The Library reserves the right to limit the size, the number of items, the display schedule, and the frequency with which any one individual, artist, or organization may place a display in the library. The dates of any display or exhibition will be agreed, arranged, and established in advance with the exhibitor.
4. **The Library retains the right to limit or decline an exhibit if it contains unlawful material, creates a substantial disruption to library operations, presents safety concerns, or is inconsistent with the Library's role as a public educational institution.**
5. All displays and exhibits must include a credit line, i.e. a sign stating the sponsorship of the display or exhibit.
6. Installation and removal of exhibits:
 - 5.1 Transporting, unloading, hanging, and/or setting up exhibits, as well as the later dismantling of same, are the responsibility of the exhibitor, with and under the supervision of library staff. Aid may be provided by city staff at the request of the owner. Any aid from city staff will be at the direction of the owner.
 - 5.2 Both installation and dismantling must conform to the exhibit dates approved in advance.
7. **The City may insure exhibits through Texas Municipal League Insurance ("TML Insurance"). The TML Insurance is for the protection of the City. The exhibitor acknowledges and agrees that the exhibitor will not be a named insured on the TML insurance and will not be able to file a claim for damage to the exhibit. The City reserves the right to decline an exhibit if obtaining TML Insurance for the exhibit is impossible or unreasonably expensive.**
8. Exhibitors must sign the "Artist Agreement and Release Form."
9. An inventory of pieces on exhibit will be submitted to the Library Director or Assistant Director when the exhibit is set up and should be checked again upon dismantling of the exhibit.

10. Though the library may be providing space for an exhibit, this does not indicate an endorsement by the library or its administration of the particular display, nor of any statement or position promoted by the exhibit or display.



To: Library Advisory Board

From: Tammy Murphy

Subject: Discussion regarding Summer Reading Challenge and Citizen 101

Date: June 11, 2026

Summer Reading Challenge "Unearth a Story" began June 1, 2026. A midsummer report shows a great beginning. Statistics were gathered June 10, 2026 at 10am.

- Registration in the reading challenge has 544 registered with 117, 577 minutes read.
- 387 prizes were given with 50 people receiving all prizes.
- 142 activities were completed in the library or at home.
- 21 book reveiws were written.
- 13 library programs have entertained and educated 962 citizens.
- City Departments Emergency Services and Electrical Department had two great informational sessions with big vehicles to explore.



To: Library Advisory Board
From: Tammy Murphy
Subject: Board and Fortnightly Reports
Date: June 11 , 2026

The Library Advisory Board will discuss and report any information concerning ongoing projects or work.

The Fortnightly Club will discuss and report any information concerning ongoing projects or work related to the library.



To: Library Advisory Board Members

From: Tammy Murphy

Subject: Administrative Report

Date: June 11, 2026

The Nancy Carol Roberts Memorial Library provides monthly statistics to the Library Advisory Board. These are included on the following page 14.

- Staffing updates include the return of Aubrie Cano and Carolyn Barlow from medical leave. Both are working partial hours for now. We have two young men from the Earn and Learn Program through the Federal Government Program.
- Adult programming continues with Sewing class, adult clubs and programs such as Mahjong, Jigsaw, Meal Prep and Archealogy. Teen programming continues with monthly teen clubs and a nutrition class on trying veggies and fruit. Children programming continues with Miss Lou-Lou and America250 Travels with Carolyn, and summer programs of storytelling, music, and exotic animals.
- Training by staff includes cyber security, genealogy research, AI for libraries, regional library meetup, and programming ideas. webinars.
- The library was accredited by the Texas State Library for the year. We had several opportunities for outreach at the parent's breakfast at the Pregnancy Center, Focus on Families ceremony, the Fortnightly Club luncheon, and City Council.

Nancy Carol Roberts Memorial Library
Monthly Activity Report for 2025-26

Service Desk Statistics	Mar-26	Apr-26	May-26
Items Loaned	6,590	6,282	7,100
Technology Borrowed	10	7	7
Reference Calls	221	217	240
ILLs Borrowed	15	15	8
ILLs Loaned	2	4	4
Library Cards Issued	70	74	112
Library Cards Renewed	277	209	307
Total Service Desk Activity	7,185	6,808	7,778

Community Statistics	Mar-26	Apr-26	May-26
Study Room Uses	72	59	51
Large Room Uses	77	80	69
Community Hours	158	198	195
Volunteer Hours	44	68	45
Days Open	25	24	25
Door Count	5,982	5,026	5,373
Computer Uses	616	551	498

Program Statistics	Mar-26		Apr-26		May-26	
<i>Audience</i>	Programs Held	Participants	Programs Held	Participants	Programs Held	Participants
General	1	74	1	68	1	29
Adult	3	85	4	40	6	71
Teen	4	52	4	42	4	22
Children	12	379	11	198	8	167
Total	20	590	20	348	19	289