



Library Advisory Board

A meeting of the Library Advisory Board was held on Wednesday, February 16, 2022 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 MLK Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Lillian Marshall, Keith Herring, Jerry Jares, Sabrina Roberts, Lu Hollander, and Janie Mehrens

Advisory Board Members absent:

Carol Kiphart, Jody Tyson, and Renee Mueller

City staff present:

Idalia Avezuela and Tammy Murphy

Others present

None

- 1. Call Meeting to Order** 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 December 15, 2021 Regular Meeting**

A motion was made by Janie Mehrens and seconded by Lillian Marshall to approve the Minutes from the December 15, 2021 regular meeting with no corrections noted.

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

4. Update of Board Appointments and Reappointments

Librarian Idalia Avezuela reported the City Council at the December 16, 2021 meeting recommended a one or two-year term for the City appointed Library Advisory Board members for the 2022 year to create staggered terms. A one-year term was given to Lillian Marshall, Keith Herring, and Jerry Jares. A two-year term was given to Carol Kiphart. Board Policy Training at an undetermined future date will explain this decision. The training is mandatory for City appointed members and open to Fortnightly appointed members. Janie Mehrens and Sabrina Roberts stated they felt the Fortnightly members should attend. Sabrina also recommends that the Fortnightly Club look at the length of time they have already served. Janie explained it is currently three-year terms with a maximum of six years. The Fortnightly Club members stated they will discuss this at their meeting.

5. Discuss New Policies for the City of Brenham Boards and Commissions

Idalia Avezuela reported the City Council had voted at the December 16, 2021, meeting to decrease the number of consecutive city board meeting absences from three to two absences for consideration from removal from a city board. The city manager will evaluate absences before a dismissal. Janie Mehrens asked if this was the only change, and Idalia answered this and the staggered terms previously discussed.

6. Discuss and Possibly Act Upon Recommended Additions to Library Policies

Idalia Avezuela updated that the new scanner is in place and the entire staff has received training on its use. She is working on a proposal of Scanner Policy that includes

- Free of cost for using, emailing, and scanning to a USB
- Using Cassie software to login and to create charges for printing
- Providing a video tutorial for easy basic use with clear instructions
- Using room reservation software for the scanner use

Keith Herring asked if there were time limits, and Idalia stated it would be similar to study room reservation limits of one to two hours with extensions when available. Existing technology policy will cover its use for now with scanner specific policy added when developed. No vote was needed as this time.

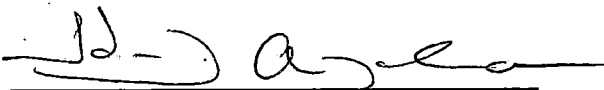
7. Discussion related to the library's 2022 Summer Reading Program

The theme for summer reading is Oceans of Possibilities. Plans are developing for the children, teen and adult reading challenges and programs. The previous software Wandoo is no longer supported by its developer, so others were investigated with Beanstack being selected by library staff. It is popular with other libraries, successful, user friendly, motivation, has challenges and virtual badges, customizable, and a little pricier than Wandoo. Jere Jares stated she has been using Beanstack through another library and finds it very motivating. She also suggested we involve more adults in its use. Keith asked about the pricing discrepancy in the budget. Idalia stated she is in the process of moving the reading tracking software out of the Program budget to the Subscription budget which will help cover the cost. Sabrina Roberts concurred since it is yearly subscription it should be in the Subscription budget. Janie Mehrens reminded Idalia there is a donation fund from The Fortnightly Club which could cover any overages. Keith asked if the cost warranted taking to City Council for approval, and Idalia said it was below that limit.

8. Administrative Report

Two months of City Manager reports were reviewed. Idalia stated that programs and attendance are ramping up. Visits, new library cards, etc had increased from the same months in 2021. A sheet of statistics from 2021 was presented. Keith asked if Idalia was having the opportunity to meet other local librarians such as Blinn and the schools. Idalia has met with the Blinn librarian. Idalia and Tammy Murphy will be attending TLA as will the Blinn Librarian Linda Gray. They hope to have time to share information from the events. Idalia will also be meeting with the BISD tech coordinator to discuss STEM kits and activities. Lu Hollander offered historical pamphlets to all who did not attend the very successful birthday party. It was stated it had a nice turnout. Lu thanked the library for their hospitality, and Idalia thanked the Fortnightly Club for their generous support and tireless service. Janie asked that a storyboard or picture plaque be placed with the antique tapestry and quilt. Idalia stated this would be investigated and pursued.

Meeting adjourned.



~~Keith Herring
Chairperson~~

Idalia Avezuela
Advisory Board Liaison

ATTEST:

Idalia Avezuela
Staff Liaison