

The Library Board convened in a regular meeting on Monday, January 27, 2019 at 625 E. Hopkins Street in San Marcos, Texas.

Chair Moore called the Board Meeting to order at 5:30 p.m.

Board Members in Attendance: Martha Moore, Joan Nagel, Jayne Baker, Kathryn Brady, Joanne Engel, Ann Whitus

Board Member Absent: Lauren Mikiten,

Staff in Attendance: Library Director, Diane Insley

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **30 MINUTE CITIZEN COMMENT PERIOD:** None in attendance.

1. **Consider approval, by motion, of the November 25, 2019 meeting minutes.**

Approved as written with a motion from Whitus, second from Nagel and a unanimous vote.

2. **Gather input about becoming a fine-free library that circulates children's books**

**without charging overdue fines.** A recap of the pros and cons were presented by Director Insley. Nagel requested information on current procedures and consequences for not returning material. Whitus wanted additional signage and information about item limits. Brady thought an orientation class about fines should be provided. Nagel asked about off-site book returns. Motion by Baker to instruct Director to prepare a letter for the next meeting. The Letter if approved would be submitted to City Council. Motion seconded by Nagel and approved unanimously.

3. **Consider approval, by motion, of the Texas State Library and Archives**

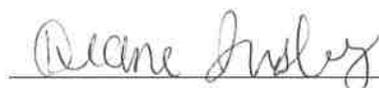
**Commission Annual Report for Fy2019.** The report was presented by Director Insley.

Motion to approve by Engel and seconded by Whitus.

4. **Update progress of PGAL Architects and JE Dunn Construction project.** A total of 22 sample chairs will be onsite at the library by February 20, 2020 and four have already arrived. Director Insley asked each board member to visit the library to evaluate chairs between February 20 and March 1, 2020. Renderings of the new children's area was presented. Positive comments about the colors and floor plan, negative comments about the proposed name/signage. Questions about what would be done with the "extra" furniture once the new furniture arrived.
5. **City Council Workforce Development Initiative.** The Library Job Center is open! Signage about current job openings and information about our services, books about resumes and job search process, and most importantly the office. This room can be booked by job seekers or by companies looking to hire. There is a laptop with microphone, camera, and basic software to use for online interviews. It can also be used for in-person interviews. The room is available to people that are making job inquiries by telephone or when working with library staff on their job search. Options for job help are available many times per week including evenings and weekends. Librarian Deborah Carter has been networking with local organizations, schools, and businesses.
6. **City Council FY2021 visioning and initiative report.** Four of the five initiatives remain including Workforce Development. The City Facilities initiative has made significant progress which will continue, but not be an initiative. The new initiative is Sustainability. During our design process, sustainability and cost was considered. Of note is rainwater collection, carpeting from plastic water bottles, LED lighting, efficient HVAC system, and other system controls that will regulate energy usage.
7. **Joe Pantalione was named the new Assistant City Manager.** He will be the Library's direct report. Thank you to Board President Moore for attending the reception to welcome him to the city.

8. **Criminal Trespass warning issued to Scott Rubin.** Director Insley described an incident that occurred at the library on January 9, 2020 that resulted in Scott Rubin being issued a Criminal Trespass Warning from the COSM police. Mr. Rubin had been a regular customer and visited daily for at least the past six months without incident. On January 9, 2020 he appeared agitated and during a discussion at the Reference Desk, he reached out and hit Librarian Adam Landry. This is not a criminal charge, but if he visits the library again we can report him and then he will be charged with criminal trespass. This is the third person in the past three years to receive this official warning.
  9. **Director's Monthly Report.** Good turn out for the Teen Bad Art contest. November and December statistics were provided since there was not a December meeting. The afterschool Let's Move program did not have good attendance, so the library is trying Explore which will have crafts, games, music, and stories about different world cultures and holidays. Attendance at adult programs has dropped off for two reasons, one we had a transition to a new librarian who is just now developing her own programs and the non-profit Lifelong Learning has decided to charge for programs. Only the Art Appreciation class beginning in May will remain free and at the Library. February programs include language classes, AARP tax service, workforce, Medicare, Philosophy Dialogues, and a special Teen Anti-Valentines Party. 125 events and classes will be held in the library in February. Outreach events have also been scheduled.
  10. **The next meeting will be Monday, February 24, 2020 at 5:30 p.m.**
- IV. **Question and Answer Session with Press and Public.** N/A
  - V. **ADJOURN.** Meeting adjourned at 6:27 p.m. with a motion by Engel, second from Nagel and a unanimous vote.

Minutes respectfully submitted by Kathryn Brady, substitute Library Board Secretary.



Board Liaison



Board President