

## **Library Advisory Board Meeting – August 14, 2019**

The meeting was called to order by Sam Little at 4:05pm. A quorum was established and those present included board members Sam Little, Carolyn Caldwell, Heather Puppa, Sarah Kathan, Rhonda Leblanc, and Susie Davis. Also present was County Librarian Valerie Jensen and Assistant County Librarian Annie Vass. Those not in attendance were Katie Jackson.

Board contact list was presented with no updates added.

Minutes of the previous meeting were read. A motion to accept the minutes was made by Kathan with a 2nd by Davis.

### **Old Business:**

Comments and concerns from the community – Little mentioned the expiration of library cards. Jensen mentioned that cards expired after 3 years to maintain updated account information. Leblanc asked when the groundbreaking for the new library in Winnie would take place. Tentative date is October 9, 2019 at 10am.

### **New Business:**

County Librarian Valerie Jensen discussed the current Technology Plan that is required by the State Library for accreditation and how the Library System works with the County IT Department to ensure that up-to-date technology is available for use in the library. Jensen and Vass updated the plan through August of 2022. Jensen discussed items that have been implemented during the previous plan, and what items were added for future technology. Vass discussed the software Niche Academy and how that will be used both for patrons and staff. After all updates were discussed, the board voted to approve with a motion by Caldwell and a 2<sup>nd</sup> by Puppa.

Jensen discussed the concern from a patron to the County Attorney about employees/volunteers having background checks before working in the library. There is currently no policy in place, but after lengthy discussions with the County Attorney and County Treasurer/HR, a consent form will be created for current and potential employees, as well as volunteers who handle money (mostly bookstore). Once the form has been created by Jensen, it will be approved by the County Attorney and included in the application packet for all future applicants. No action was needed by the board.

### **Librarian's Report:**

Jensen discussed the success of the 2019 Summer Reading Program. The summer program was another success with increases in attendance and participation. Jensen also mentioned the talented staff members and the displays that were done for the space-themed event. A survey was created by Vass to gather feedback from the public. It will be helpful moving forward as we plan for summer, 2020.

Jensen asked Puppa to discuss the Little Free Library program to the board. Girl Scout members Gillian Puppa and Avalon Lee did their silver award project for the library by designing and building a Little Free Library that is currently located at the Technical Services building off of Stowell St. The girls collected books, and were even recognized at Commissioners' Court for their efforts. A ribbon cutting was held at 5pm with Gillian, Avalon, and the board members.

Jensen gave an update on the new library at Winnie. The final stages of the design is almost complete. The Health Services building will also be housed in this building with an additional 2000sf added for their purposes. As mentioned above, tentative date for the groundbreaking is October 9, 2019.

Jensen discussed Nerd Con at Mont Belvieu. This is a family friendly event with vendors, artists, celebrities, and even people dressed as their favorite comic book/Japanese manga/reality character. This is the 2<sup>nd</sup> year for Nerd Con and the planning committee has been working hard to plan for an even bigger event. Small marketing events are planned to create more excitement and exposure (Pop up market, parade on the Hill, movie in the park, etc.). The event is planned for Dec. 7 from 10am-6pm at Eagle Pointe Recreation Complex.

Meeting adjourned at 4:45pm.

Respectfully submitted, Valerie Jensen