



# **New Braunfels Public Library Advisory Board Regular Meeting Minutes**

New Braunfels Public Library – Virtual via Zoom  
Monday, Oct. 19, 2020

## **1. Call to Order**

Library Advisory Board President Amy Stone called the meeting to order at 5:34 p.m. on Monday, Oct. 19, 2020.

## **2. Roll Call**

### **a. Members Present**

Amy Stone, Kay Cartwright, Deborah Wigington, Carol Bissett, Connie Born

### **b. Others Present**

Gretchen Pruett, Library Director; Ashleigh Chesser, NBPL Foundation President

## **3. Presentations**

### **a. COVID-19 Operations**

Gretchen Pruett reports nothing has changed over the last month. She reviewed with her bosses where the library is at and the services we are continuing to keep closed. The most frequently asked question is when the tables and chairs will be returned; currently all the tables are holding quarantined materials. Tables and chairs are considered interactive components, which would require staff to sanitize in between users. Staff continue to use study rooms for virtual programming purposes or single offices. Westside has resumed some classes — specifically ESL. It's a small class with one person to a table and everyone wears masks. Youth Services will be switching from pre-recorded storytimes to live-via-Zoom storytimes MWF come November. Holds and shelving continue to happen before and after opening hours rather than throughout the day.

### **b. Introduction of New Board Member**

City Council reappointed Amy Stone and Deborah Wigington; Kandace Tornquist did not reapply. Kristen Fain is joining the Library Advisory Board, though she had a work conflict and could not be present for this meeting. Kristen has worked with the McKenna Foundation for a number of years doing parenting programming, and library staff have worked with her through the annual Roll n' Read program.

## **4. Approval of Minutes**

Kay Cartwright motioned that the minutes of the Sept. 21 meeting be accepted as amended. Connie Born seconded the motion. Motion passed.

## **5. Communications**

### **a. Citizens**

None

The mission of the New Braunfels Public Library is to provide the community with equal access to physical and virtual environments that support and encourage lifelong learning and enrichment.

[www.nbtexas.org/library](http://www.nbtexas.org/library)



## **b. Library Advisory Board Members**

None

## **6. Reports**

### **a. Friends of the Library**

Gretchen Pruett reports the Friends are exploring ways to possibly to book sales on a smaller scale out of the FOL Building. Especially with the weather cooling off, and building off the annual Children's Book Sale, maybe they can do some niche sales one day a month — they are trying to stay creative.

### **b. New Braunfels Public Library Foundation**

Ashleigh Chesser reports the Foundation has its annual Stay at Home and Read Book Ball coming up. The Friends and the Foundation have partnered to have an ad in the Herald-Zeitung that will run this weekend as part of a nonprofit spotlight. The Foundation is potentially working on a short story contest through the Herald-Zeitung as well. Some board members are concerned about whether the Book & Author Luncheon will be able to happen in 2021. Gretchen is pursuing a potential virtual small-scale "Book & Author" event in February — like the Friends, they are trying to stay creative.

### **c. Library Director**

Gretchen Pruett reports there have been some changes in the last month; the library's technical services librarian and customer experience manager have both retired. We have permission to hire for the customer experience manager; the position closed this past Friday and filling this position will be one of the main focuses. Overall for the year we've circulated just under 75 percent of what we would pre-COVID. Curbside has helped with that, but we've also seen an uptick in the number of people coming in. The Automated Material Handler is in the building and the anticipated installation is mid-November. The Westside project documents are still being prepped for bid with construction anticipated early 2021.

### **d. Treasurer**

Gretchen Pruett reports the designated fund sits at \$33,144.02. She notes this fund can be used for the Westside branch as well, but for now we are leaving it as is.

## **7. Discussion & Action**

### **a. Review and Possible Action on Library Policy 2.4 – Library Confidentiality**

No changes are recommended to the policy at this time. Connie Born moved to endorse the policy. Carol Bissett seconded. The board endorsed the policy.

### **b. Review and Possible Action on Library Policy 2.18 – Access for Americans with Disabilities**

No changes are recommended to the policy at this time. Kay Cartwright moved to endorse the policy. Connie Born seconded. The board endorsed the policy.

### **c. Election of New Officers**

Deborah Wigington was nominated for secretary. Connie Born was nominated for president. Ky Slone was nominated for treasurer. Carol Bissett was nominated for



vice president. Kay Cartwright motioned to approve the nominations. Deborah Wigington seconded. Motion passed; the board elected a new slate of officers.

**8. Items for Next Agenda (No Action May be Taken)**

- a. Next meeting slated for Monday, Nov. 16. Cancelling December meeting will be on the agenda.

**9. Adjournment**

Amy Stone adjourned the meeting for her final time at 6:36 p.m.

