



New Braunfels Public Library Advisory Board Regular Meeting Minutes

New Braunfels Public Library – Virtual Via Zoom
Monday, Jan. 25, 2021

1. Call to Order

Library Advisory Board President Connie Born called the meeting to order at 5:32 p.m. on Monday, Jan. 25, 2021.

2. Roll Call

a. Members Present

Connie Born, Amy Stone, Carol Bissett, Kristen Fain, Deb Wigington, Ky Slone

b. Others Present

Gretchen Pruet, library director; Ashleigh Chesser, New Braunfels Public Library Foundation president; Bill Morgan, Friends of the New Braunfels Public Library president

3. Presentations

a. COVID-19 Operations

Hospitalization rate has exceeded 15 percent for more than seven days, triggering a reduction to 50 percent capacity from 75 percent—for the library, this means we're not changing our service model at this time. When materials no longer need to be quarantined, we'll contemplate returning seating. A self-service scan/copy/fax machine will be coming in the next month or so. Librarians continue to man the City's COVID hotline, and twice staff have gone to help the county answer phones.

b. Westside Library Branch Update

Gretchen Pruet reports the church is undergoing asbestos abatement, and then in 1.5-2 weeks the building will be demolished. The project has gone out to bid; the city will be opening the bids on Feb. 3. It will go to council in February, and by the end of the month we should know who the contractor is and what the schedule looks like. The city is looking to schedule a groundbreaking ceremony in March, but whether that is in person or virtual remains to be seen. The parking lot is closed on the Krueger side of the building; entry is from the frontage road only. Alix Samuels is officially retiring at the end of February; we'll look at hiring a branch manager at the end of summer. Alix will have a retirement celebration at the end of February.

c. Proposed Vision Statement

The proposed vision statement is "Engage. Educate. Empower." Consider it for the month, and it will be voted on for approval at the next meeting.

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



4. Approval of Minutes

Kristen Fain motioned that the minutes of the Nov. 16, 2020, meeting be accepted as written. Carol Bissett seconded the motion. Motion passed.

5. Communications

a. Citizens

None

b. Library Advisory Board Members

None

6. Reports

a. Friends of the Library

Bill Morgan reports the logistics of group meetings are still difficult, though he and former president Chip Franck have plans to enact a peaceful transference of power. In terms of funding, the Friends took a hit due to the closure of the bookstore and the cancellation of the book sale though for right now they do have the funds to meet the library staff's initial request.

b. New Braunfels Public Library Foundation

Ashleigh Chesser reports the foundation has a busy February planned. A short story contest started in January and closes Feb. 15. The Blind Date with a Book fundraiser starts on Feb. 1 and will run for the month—books will be sold for \$20 each. Books are wrapped with a bookmark description of the genre. At the end of the month, Feb. 25, Mark Pryor will be speaking in a virtual Book Talk/Q&A. The Book & Author Luncheon is scheduled for Oct. 7, but no one is certain what in-person events will look like that far down the line.

c. Library Director

Gretchen Pruet reports the library is circulating materials at about 60% of what we would expect in a typical year. The library is considered a zero-growth library, meaning for every item in, an item needs to leave. In order to make the best use of shelf space, staff are already pulling second copies to hold for the Westside branch, we're shifting money toward our digital collection, and we're considering extending loan periods. Take & Make kits have been going like crazy, and adults also enjoy the virtual programs with a supply pickup component. The library and WIC have partnered to launch Books for Babies, which is an early literacy outreach program.

d. Treasurer

Ky Slone reports for the statement period Dec. 1-31, there was a beginning balance of \$38,672.05 with no contributions from the Sissel Trust. There was \$965.74 in investment gains. Taking out fund expenses of \$32.23, that leaves an ending balance of \$39,605.56.

7. Discussion & Action

a. Review and Possible Action on Library Policy 2.70 – Library Support Groups

No changes recommended at this time. The policy specifies how the library's two support groups support the library as well as how the City interacts with them.

Carol Bissett moved to endorse the policy as written. Amy Stone seconded the endorsement. The Board endorsed the policy as written.

b. Review and Possible Action on Library Policy 2.19 – Test Proctoring

The only change for the time being is that we've specified the reason we are not currently providing test proctoring (COVID-19). Amy Stone moved to endorse the policy, and Ky Slone seconded. The Board endorsed the policy.

c. Review and Possible Action on Library Policy 2.16 – Interlibrary Loan

The language regarding \$10 in fines on an account blocking a patron's use of ILLs has been modified to reflect the library's becoming fine-free. Now, when a patron has over \$20 in outstanding charges, ILL privileges are revoked until fees are paid/materials are returned. Amy Stone moved to endorse the policy; Kristen Fain seconded. The Board endorsed the policy.

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

Due to the Presidents Day holiday, February's meeting will be the fourth Monday.

9. Adjournment

President Connie Born adjourned the meeting at 6:25 p.m.