

Library Advisory Board – Regular Quarterly Meeting

February 14, 2023

Chambers County Library, Anahuac

Amended by Valerie Jensen (5/6/23) to reflect the correct meeting location

Those present: President Sam Little, Carolyn Caldwell, Heather Puppa, Rhonda LeBlanc, and Susie Davis.
Not present: LaShebia Haskin. Library staff: County Librarian Valerie Jensen and Assistant County Librarian Annie Vass.

Valerie Jensen called the meeting to order at 4:04. A quorum was established. Sam Little arrived at 4:15.

No amendments were needed to the board contact list.

The minutes of the previous meeting were discussed. A motion to accept as written was made by Caldwell, with a 2nd by Davis.

Old Business

Concerns from the community as reported by the board. Caldwell commented on the use of the meeting room at Winnie. She said she was at the library one evening and the staff mentioned it was their first meeting after 5pm. Jensen mentioned that the rooms are being used more and if there were ever concerns, let the library staff know.

Fine Free Policy update – Jensen updated the group on the Fine Free Policy and that no action has been taken yet. The plan is to bring to court with other policies in May for approval.

Book delivery service – At the November meeting a book delivery service was discussed. Library staff thought pairing with the Meals on Wheels program but it has dissolved. A pilot program to provide limited delivery services to the Anahuac public has been established. Through the library's website, the public can request these services and staff will pick up/deliver as needed. Due to the response, this service may expand to the branches.

No action needed on Old Business.

New Business

Meeting Room Policy – Jensen gave an update to the Meeting Room Policy, which included adding the signature paragraph highlighted at the end. Meeting room amenities were also removed due to them being updated on the website. This makes it easier for the public and staff. A motion to accept was made by LeBlanc, with a 2nd by Caldwell.

Card Issuing Policy – Jensen informed the group that due to an influx of ecards from out of state, a decision to only allow ecards for Texas residents was made. The expiration date will also change from 3 years to 1 year for ecards. Over 700 ecards have been issued since the service started in 2020. A motion to accept was made by Puppa, with a 2nd by LeBlanc.

Other Business

DIY Policy update – Assistant County Librarian Annie Vass gave an update to the current DIY Policy. Vass mentioned that Library of Things seems to be more of a standard term for this type of collection. Her suggestion was to replace DIY with Library of Things. Replacement cost was swapped out with Time checked out at the bottom of the policy. A motion to accept was made by Caldwell, with a 2nd by Puppa.

Librarian's Report

Jensen gave an update on personnel. Skyler Spencer was the most recent hire at Winnie for part-time front desk work. Goss library staff member Shelby Fielding was given a new job title as Community Engagement Library Technician. She was the previous Teen Librarian but will not focus on marketing and promotion of the library. Jinnie McLennan will take over as Teen Librarian.

Friends of the Library board member Jean Forrest was recognized at Commissioners' Court on Feb. 14th. Jean served over 20 years on the board and will remain a member, but has passed her presidential duties to Susanne Bogan. Other updates given by Jensen included voting at the libraries, new databases added (Scholastic Teachables, Mango Languages, & Udemy), Goss branch attending bilingual night at the local school, Nerd Con is currently back in planning stages, and historical digitization continues.

Vass gave an update on the library's new website. She spoke about the yearbook section, which is now more user friendly, and the meeting room reservation function which now works for the staff and public. Vass also talked about a new patron authentication method called EZProxy which will make the log in process for the public much easier. Vass ended with an overview of local history, which led to a great discussion of the history of the libraries in Chambers County.

Meeting was adjourned at 4:55 by Sam Little.

Next meeting is May 9, 2023 in Mont Belvieu.

Respectfully submitted,

Valerie Jensen, County Librarian