

Library Advisory Board – Regular Quarterly Meeting

February 13, 2024

Juanita Hargraves Memorial Library, Winnie

Those present: President Patti Long, Tabitha Manuel, James Colquitt, Vice President Kelli Redd, Bobbi Jo Chapman, Courtney Johnson. Library staff: County Librarian Molly McGinty, Assistant County Librarian Leah Boe, and Winnie Branch Head Cindy Alegria.

Not present: Secretary John Hart

Meeting called to order by Molly McGinty at 4:02 pm. Bobbi Jo and Courtney arrived at 4:06 pm.

Welcome and introduction of Leah Boe, new Assistant County Librarian.

Review of last meeting's minutes. Motion to approve last meeting's minutes made by Kelli Redd. Seconded by Patti Long. Minutes will be posted on the website.

Old Business:

Meeting room policy – County librarians and branch heads want to add some things to clarify. Author books sales are not allowed for meeting rooms because it is something that “furthers an individual's goals”. If patrons want to use the meeting room outside of library hours, they can get a key to come in and lock up when they're done, they pay a \$10 deposit which is given back when they return the key, no credit cards will be accepted, keys cannot be picked up more than 24 hours before the event unless the library is closed; trash must be tied and placed in the receptacles provided. Question was posed about why it needs to be no more than 24 hours in advance, if they need it on Sunday, some people have children and Saturdays are difficult. It was suggested to change that to no more than 48 hours. Countered with “24 hours or at the branch head's discretion”. Decided on “48 hours” to avoid future conflict.

Motion to approve the meeting room policy changes made by Tabitha Manuel, seconded by James Colquitt.

Fine free policy - Proposed to combine the Patron Lost Item policy with the Fine Free Policy. “Automatically renewed” needs to be removed, according to Cindy because of new and reserved books. Branch heads would rather renew the books manually. We will add “Patrons are responsible to contact their library to renew their materials, or they can renew them online.” Because things need to be added, we will perfect it and bring it back at the next LAB meeting in May.

Juvenile cards have been available since January 2.

New Business:

Long Range Goals 2022-2024: update on progress of the long-range goals. Questioned: how do we track the needs of other cultures? Not sure. County librarians will research. Would any of the library staff be willing to teach ESL classes during the late evening classes? Or 10am? Survey

for LAB meetings so as to help with 2025-2027 long range goals. Suggested to put the survey online. Maybe ask the city of Mont Belvieu to help push it out to their community. Results of the survey will be discussed at the next meeting in May.

Weeding policy: available on the library's website, reviewed the major points of the policy. Talked about what happens with old books that are weeded. Suggested to use the Anahuac weeded books in the Little Free Libraries. Depends on what the County will allow.

Other Business:

Kelli had questions regarding programs in the community. Wanted to know what is coming up from each branch. Bobby Jo: how can we refresh the programming, seems like the programs are tired and not necessarily appealing to the target audience. Can we put our "happenings" on the schools' announcements? Molly: talk to your branch head and let them know what programs you're wanting. Patti suggested that the ideas for programming come from the County Librarian instead of the patrons themselves.

Request new materials form: Every library has a form that patrons can fill out at the branch. It is also online through the "Contact Us" feature of our website.

Patti thinks it would be a good idea to have a state representative talk to the LAB about House Bill 900. She contacted Terri Leo Wilson, and she said she would be happy to be meet with us at the May meeting in Mont Belvieu. Stated that it would be a good idea that we be aware of what may make its way to the public libraries.

Cindy was thanked for being present.

Next meeting will be in Mont Belvieu, May 14 at 4:00 pm. We will continue rotating between the branches, with the exception of Anahuac until the new library is finished.

Meeting adjourned by Molly McGinty at 5:06 pm.

Respectfully submitted,
Leah Boe, Assistant County Librarian

Approved May 14, 2024