

Library Advisory Board Meeting- August 13, 2018

The meeting was called to order by Sam Little at 4:05p.m. A full quorum was established and those present included board members Sam Little, Heather Puppa, Carolyn Caldwell, Susie Davis, Katie Jackson, Rhonda LeBlanc, and Sarah Kathan. Also present were Assistant County Librarian Annie Vass and County Librarian Valerie Jensen.

Board contact list was presented with no updates to be made.

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

Old Business:

Comments and concerns from the community – Little mentioned the updates to eBooks allowing more checkouts to the public. Caldwell mentioned the senior community service employment program. She stated that SER-Jobs for Progress out of Beaumont places qualifying seniors in jobs and also pays their salary to help the local businesses in the area.

New business:

County Librarian Valerie Jensen discussed an update to the Meeting Room Policy's key release deposit. Currently, a refundable \$10 deposit is to be given back to the user upon return of the key. To date, the Anahuac and Mont Belvieu branches have several deposits that have not been picked up totaling almost \$100. The change to the policy would state that any deposit not picked up within 30 days will be considered a donation to the library. A motion to accept the change was made by Jackson, with a 2nd by Puppa. Jensen went on to explain that additional discussion was needed on certain groups monopolizing the room with regularly weekly reservations that block other users from using the room. The group discussed several ideas such as putting a cap on the number of uses by organization, charging a fee per reservation, or limiting the hours used per month by organizations. Jensen and Vass mentioned that they were actively seeking other policies and would report back to the group on November and discuss further. Next up for discussion was the Code of Conduct policy. Vass talked about the library's current policy and how it only gives a specific punishment for all offenses, when not all offenses deserve the same consequence. Vass mentioned possibly having more generic phrasing and allowing staff the freedom to decide when an offense/incident warrants certain actions. Vass also noted a policy from another library stating that patrons could not harass, disrupt, stare, etc. with the intent to "annoy" another person. Jensen mentioned a couple of incidents and how they can run the spectrum of loud/harassment to body odor and deciding what consequence to hand down is difficult when every situation is so different. Vass also noted that in today's climate we have to also be aware of mental health/homelessness issues. Puppa asked what the staff wanted to see change with the policy and Jensen answered that the responses vary from wanting strict rules to something more generic allowing the staff more freedom to decide what (if any) consequence would be given. Jensen mentioned that additional research would be done and brought back to the November meeting. No vote was needed for this discussion.

Other business: No other business was on the agenda to discuss.

Librarian's report:

Jensen gave an update on the Winnie library construction. Due to the rising cost of steel, the library had to be removed from the 2018 construction budget. Jensen noted that money was put in the budget for 2019 and we would soon find out if it was approved in September. Jensen also mentioned the new office space for Tech Services and final renovations for Anahuac. Expected move in date for Tech Services will be in September. Jensen talked about the 2019 budget hearings that took place in July mentioning again, that we would find out in September if our requests were granted. An update on personnel was given with the following changes: Winnie employee Yolie Belt is moving into the position of Branch Librarian at the Sam and Carmena Goss Memorial Branch. Myah Finch started in June as the Teen Programmer at Winnie, and Sydney Rexroat began in May as front desk help at Winnie. Current openings include: part-time

Children's programmer at Winnie for 24hpw, full-time Children's programmer at Anahuac and part-time assistant Children's programmer at Anahuac for 12hpw. Two openings for after school (high school or college) Page positions at Anahuac and Winnie. Finally, an update was given on summer reading. Another successful year is in the books. 1230 children read 209,700 minutes during the 6 week program. 75 teens read 712 books, and 128 adults read 668 books during the program. Grants totaling \$5500 were awarded, along with over \$6000 in donations from the public/local businesses. Jensen mentioned that the staff works really hard to solicit support from the community and it pays off each year with a successful summer reading program. The planning process for summer reading 2019 will begin in October.

Meeting adjourned at 5:00 pm with a motion by Davis and a 2nd by Jackson.

Respectfully submitted, Valerie Jensen