

## Library Board Minutes 8/10/23

**Board Members Present:** S. Copeland, M. Landrum, G. Rocha, C. Thompson, and J. Torres,

**City Council Members Present:** none

**Library Staff Present:** C. Tierney

**Citizens Present:** none

**Call to Order:** The meeting was called to order by S. Copeland at 7pm

**Citizen Comment:** none

### Consent Items:

1. Approval of July 6, 2023 minutes
  - A motion to approve with no amendments or corrections was made by G. Rocha and seconded by C. Thompson with unanimous approval.

### New Business:

1. Subcommittee assignment of additional policies for review.
  - Subcommittee assignment of additional policies for review on hold until September.

### Continued Business:

1. Additional marketing ideas for Library events and activities.
  - Announcement made that assistant director, Jessica McCart starts on 8/21/23.
  - Mary to meet with Colleen and Jessica to discuss options for marketing ideas in September.
2. Consideration and possible action on the Library Card Policy - subcommittee report.
  - C. Tierney provided information based on research:
    - a) Patron must have picture ID, but ID doesn't have address in Hays, you can show a bill as proof of residence. No restriction. You either have an ID or not.
    - b) Spoke with San Marcos director who explained ID picture policy as: who you are (picture) and where you are (proof). If ID has both, that's all you need.
    - c) Expiration date: library's discretion; consider different terminology like update/renewal – the key is not to have card expire but have opportunity to verify someone's address; keep always active and look into possibility of setting flags to ask if information has changed. Flags different for types of cards. Non-resident would need an expiration date.
    - d) Restricted cards: What happens with all the restricted accounts? In last year there were about 500 restricted. Could they be grandfathered in? Could they be given one year of no fee but then pay the \$50 fee. Consider

approval in September with effective date in January with a one-year waiver. Modernizing policy as we grow and improving resources being mindful/stewards of our dollars.

- C. Tierney stated number of items that can be borrowed via TexShare has limit of 4 items per cardholder.
  - J. Torres inquired about Appendix A and as it is not a policy but a form – describe it as can be amended based on director’s decision.
  - S. Copeland made motion to table policy for further discussion until September meeting, seconded by J. Torres with unanimous approval.
3. Consideration and possible action on the Circulation Policy - subcommittee report.
- S. Copeland made motion to table the Circulation Policy for consideration and possible action until September meeting, seconded by G. Rocha with unanimous approval.
4. Library Director's Report.
- C. Tierney shared again hiring of assistant director. Talked about budget that will be finalized at end of August. Provided stats for July, although not as big as June, especially for summer reading. Got commitment from Friends of Library about book mobile; sent letter of intent to vendor; week of August 21, she and Jessica will look at the Mercedes sprinter. <sup>Out reach</sup> ~~Lead~~ librarian position most likely will be approved. Library served as evacuation site for the fires. Has been short staffed over last couple of months. She is working on fall planning; cancelling Tuesday pajamas times and replacing it with lifelong health and wellness learning. Volunteers needed to drop off books at Inside Books Project that need to be donated; Inside Books Project open Monday and Thursday daytime or Thursday and Sunday evenings.
5. Friends of the Kyle Library Report.
- No report

**Announcements, Informational Items, and Next Meeting:**

1. Next meeting September 14, 2023, at 7pm.
2. October meeting will have new appointments as well as leadership appointments.

Adjourned at 8:08pm with motion by M. Landrum, seconded by G. Rocha

  
Spencer Copeland, Chair

  
Jessica Robinson, Secretary

Signed as amended