

The Library Board convened in a regular meeting on Monday, January 25, 2021 on a Zoom video call.

Chair Moore called the Board Meeting to order at 5:32 p.m.

Board Members in Attendance: Martha Moore, Joan Nagel, Jayne Baker, Kathryn Brady, Lauren Mikiten, Ann Whitus

Board Members absent: Joanne Engel

Staff in Attendance: Library Director, Diane Insley

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **30 MINUTE CITIZEN COMMENT PERIOD:** None in attendance.
 1. **Consider approval, by motion, of the September 28, 2020 meeting minutes.**
Motion by Baker, second from Nagel, motion passed with unanimous vote.
 2. **Library Board member terms will expire in 2022 for five members and 2023 for 2.** Moore, Nagel, Baker, Engel terms will all expire in 2022. Mikiten and Brady in 2023.
 3. **Discuss preliminary plans for Grand Opening Ceremony.** Building is on schedule to be done by April 10, at which point the furniture needs to be moved in. Director Insley is considering a May date and asks Board members what days of the week might be best. Baker asks what day previous grand openings have occurred; in the past they've been in summer months, when school is out. Discussion about the limitations of planning an event when we don't know what COVID guidelines will need to be in place in May. Mikiten suggests that getting a distinguished speaker may be a better strategy than a large community event, in case the event has to be more limited because of continued covid measurements. Director Insley says they may reach out to Representative Lloyd Doggett to attend, as he is a supporter and has been to the library in the past. Moore

asks if tours for the public can be schedule to limit the capacity, Insley confirms that could work.

4. **Consider approval of a moratorium on unsolicited public art projects in the newly expanded library building until one year from final build acceptance (approximately until April 10, 2021).** This is to allow the Library and the board to have time to develop policies for unsolicited art, and for library staff to get accustomed to the building and know where there are good spaces for art. This is specific to unsolicited art and would not limit the Library from soliciting or installing its own artworks. Baker motions, Nagel seconds, motion passes with unanimous vote.
5. **Consider approval by motion, of the Texas State Library and Archives Commission Annual Report for FY2020.** Children's book checkouts are down significantly, and ebooks for children is up significantly. Adult circulation is down about 20%. The Friends of the Library spent about \$500 on lighting and other equipment that is now being used weekly. And the wifi has been extended so that it can work from the parking lot, for patrons. Nagel motions, Baker seconds, motion passes with unanimous vote.

Reports and Announcements

6. **Update progress of PGAL Architects and JE Dunn Construction project.** In December, there was a break-in. The insurance will cover the repairs. Some changes have been made to the security to prevent a similar break-in in the future.
7. **Shelving and final order of furniture was approved by city council.**
8. **Promotion of Christi Shannon to Sr. Admin Assistant**
9. **City budget update including the managed hiring process. We currently have three openings: 1 Manager, 1 Clerk, and 1 Page.** Some travel and training dollars were cut. Book budget was increased as usual for inflation. Top three city priorities for the next budget cycle: COVID recovery, homelessness, workforce development.

10. **Friends have not had an annual meeting and due to COVID, we will postpone until April.**
 11. **Diane was a member of the City of San Marcos interview team for the Finance Director.**
 12. **Update on City Council Directive on Workforce update.** ACC came (The Continuing Education Program) to tour the facility to see if some classes, such as HVAC, can be taught in the library. Funding from Workforce Solutions and Community Action. This funding helps provide free classes for our San Marcos community.
 13. **Update on City Council Directive on Homeless in San Marcos.** This Thursday a count is being done to determine the number of homeless in the County. This number is often used by HUD. Some CARES Act funding has been allocated towards this. The City has resources to help with rent and other bills.
 14. **Director's Monthly Report.** Curbside is now seven days a week. There is difficulty in getting the word out to large parts of our community that they can access books, because many people don't have computers or social media. Director Insley asks that if the Board has any ideas about how to get the word out, to email her. Two staff members tested positive for COVID in the last few months, fortunately the protocols in the Library worked, as no other staff members caught it. Donation of \$5,000 from the Heritage Association and a pledge to donate a portion of their home tours annually. SM Arts Commission would like to provide some art for the outdoor adult space — up to \$75,000. CARES Act funding: Director Insley has applied for funding for better wifi, RFID, and a traveling van that would have wifi and be able to provide mobile services.
 15. **The next meeting will be Monday, February 22, 2021**
- IV. **FUTURE AGENDA ITEMS.**
- V. **ADJOURN.** Meeting adjourned at 6:25pm with a motion by Whitus, second from Baker and a unanimous vote. The next meeting will be on February 22, 2021 at 5:30 p.m.

Minutes respectfully submitted by Lauren Mikiten, Library Board Secretary.