



I. Call to Order

- a. Joan Nagel called the meeting to order at 5:36pm and Martha Moore ran the meeting once she arrived.

II. Roll Call

- a. Joan Nagel, Jayne Baker, Kathryn Brady, Ann Whitus Joanne Engel, and Martha Moore in attendance and Lauren Mikiten absent.

III. 30 Minute Citizen Comment Period:

- a. No citizen comment

MINUTES

1. A motion was made by Baker to approve the minutes from the January 25, 2021 meeting and was seconded by Brady. Approved by all.

DISCUSSION ITEMS

2. Review of Library Break In and resulting damage to new building: The damage to the front doors has been resolved, with a few scratches left to buff out and new bolts were added to the bottom of the doors that will increase security.

3. Options for fence at adult reading area. Board Members discussed design suggestions submitted by Adams Brothers and expressed preferences for two of the stylized natural designs in bronze patina-ed metal. Board Members agreed that fence design should reflect natural features distinctive to San Marcos. Director Insley solicited design ideas from board members. Fence at Children's Play Area was briefly discussed.

ACTION ITEMS

4. Motion to approve the Annual Internal Review of the Library Board by Nagel, seconded by Whitus. Approved by all and this report will be sent to City Council.

REPORTS and ANNOUNCEMENTS

5. Update progress of PGAL Architects and JE Dunn Construction Very little progress was made due to inclement weather. The old HVAC was moved and the existing roof underneath it will require an additional eighteen thousand dollars to cover required reinforcement due to water damage. Costs have been negotiated between JE Dunn and the city of San Marcos.

6. Management: Hiring update Library Manager job is still opened. Part-time Library Page openings: one filled, one still opened. Library Assistant opening is postponed until the Library Manager is hired.

7. City Council Workforce Initiative – This initiative will continue into the new fiscal year.

8. City Council Homeless Initiative Two hundred homeless people were housed during the freeze and six hundred meals served. Library staff will work with the consortium to review how this emergency response was handled.

9. Director's Report The library website is in the process of being translated into Spanish. As new policies are posted they will be added to the new link to Spanish Language information. Rescarta, our digitized local history photographs continues to be worked on and expanded. Just added is a collection from the Calaboose Museum that we will digitize and make available on our website and on the Calaboose website. The digital edition is being the called the Johnnie Armstead African-American Collection at the request of the Calaboose Board of Directors. The local history room is looking really nice and we have added 2,000 books from the large donation from Texas Author, Mike Cox.

10. Valentine's Day Drive Through was very successful with sixty cars of patrons participating.

9. The ARRP Tax Form Assistance Program will proceed at ten percent of their **former service**. Appointments are made online and then people will bring their tax materials to the library to be scanned. AARP volunteers will complete the taxes and then call the customers to come back to review and then sign so it can be eFiled. At this time, all appointments are full.

10. The date for the new library completion is still April 15, then we will be closed for moving, furniture deliver, and installation. The dedication will take place at a later date.

11. Next meeting will be March 22, 2021.

IV. Adjournment:

- a. A motion was made by Ann and seconded by Joanne.
- b. The meeting was adjourned at 6:38pm

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For more information on the Library Board, please contact Diane Insley at 512-393-8200 or dinsley@sanmarcostx.gov