

**MINUTES FROM THE PATRICK HEATH PUBLIC LIBRARY
ADVISORY BOARD MEETING
May 09, 2019
Bookshop Under the Windmill**

In attendance: Karen Hill, Susan Nelson, Susan Whipple, Ann Meyer, Greg Woodard, Ashlee Pfeiffer, Richele Poston, Sandy Johnston, and Kelly Skovbjerg. Absent: Martha Schaefer

The meeting was called to order at 6:00 p.m. by Chair, Susan Nelson.

Guests

None.

Minutes

The minutes of the April 11, 2019 meeting were read. Greg Woodard moved to approve, and Ann Meyer seconded. Motion carried.

Citizen Comments

None.

Library Director's Report

Kelly Skovbjerg, Library Director, presented the April Monthly Report (attached) which highlights activities and accomplishments by department. The survey will be going out shortly once city administration has had a chance to review the questions being asked. We are encouraging all our support groups to please ask everyone to complete the survey. The HUB renovation gets underway on May 20.

Committee Reports

Gallery report: In June and July the "Newest Americans" Exhibit will be displayed in the gallery as part of the Summer Reading Program. In August the "Edward Gorey" Exhibit will be displayed honoring the longest-running library book club Mysteries for Lunch. They are celebrating 20 years at the library. In September the Cibolo Nature Center will be doing a conservation exhibit about land, water and wildlife conservation.

Strategic Plan FY2017-2019

There is nothing to report.

Support Groups

The Library Foundation is still on track to have their fundraising event on June 22 at Mark Motors. They have also indicated that they will fund a portion of the facilities master plan in FY20. The board will determine the amount of funding to provide once the bid process has been completed, allowing the library to move forward with confidence that there will be support from the BPLF and the board can be confident that the normal bid process brought the best consultant to the table.

The Friends of the Library just celebrated 7 years in the shop last Saturday treating the customers to cookies and other treats.

Strategic Plan FY2020-2022

The board did not make any changes to the opportunities and threats determined from the environmental scan at last month's meeting. On the survey there was discussion about the inclusion of self-service options such as lockers for materials pickup, question 7. This is like what Amazon provides to people who don't want to or can't send packages to home or work.

New Business

Paging Policy

A motion to approve the policy with suggested changes was made by Ashlee Pfeiffer and Susan Whipple seconded. Motion carried.

Confidentiality of Library Records Policy

A motion to approve the policy with suggested changes was made by Ashlee Pfeiffer and Greg Woodard seconded. Motion carried.

Other Business

Ashlee was thanked for her ten+ years as a member of the advisory board with a card and gift. Ashlee's replacement on the advisory board will be appointed by city council at their May 28 meeting.

Date for Next Regular Meeting

The next meeting is scheduled for Thursday, June 13, 2019 at 6:00 p.m. in the upstairs conference room. Greg Woodard, Ann Meyer and Richele Poston will not be in attendance.

Respectfully submitted on May 13, 2019.

Sandy Johnston