

**MINUTES FROM THE  
BOERNE PUBLIC LIBRARY  
ADVISORY BOARD MEETING  
Conference Room, 2<sup>nd</sup> floor  
January 12, 2023**

In attendance: Susan Nelson, Laura Bray, Amy Bean, Jennifer Hackett, Trinh Arrieta, Pam Bransford, Angela Kirby Buser, Judy Broussard, Sandy Johnston, and Kelly Skovbjerg.

The meeting was called to order and a quorum established at 6:00 p.m. by the Chair, Susan Nelson

**Citizens Comments**

None.

**Reading and Approval of Minutes**

The minutes of the October 13, 2022, meeting were read. Amy Bean moved to approve, and Angela Kirby Buser seconded. Motion carried.

**Report of the Library Director**

Kelly Skovbjerg, Library Director, presented the monthly report (attached) which highlights activities and accomplishments by each department and includes a calendar of upcoming events.

**Report of Committees**

None.

**Continuing Business**

**Support groups update**

The Friends of the Boerne Public Library's Annual Campaign has raised around \$15,000.00. Proceeds from the Annual Campaign will benefit the lobby remodel project.

The Library Foundation has partnered with The Friends of the Boerne Public Library to promote and collect funds for the Annual Campaign.

**Board Training**

Board members will review the short video "Library Advocacy" at home. Kelly Skovbjerg will forward the link.

**New Business**

**Program Policy**

Laura Bray made a motion to accept the Program Policy with suggested changes and Judy Broussard seconded. Motion carried. Laura Bray made a motion to accept the proposed L Programs Request for Reconsideration Procedures and Judy Broussard seconded. Motion carried.

**Use of Facilities Policy**

Laura Bray made a motion to accept the Use of Facilities Policy with suggested clarification on study room time limits and Angela Kirby Buser seconded. Motion carried.

### **Emergency Response Procedures**

Kelly Skovbjerg pointed out the emergency map attached as part of the policy needs updating and asked if any of the board members knew anyone that could help us redesign the map. Amy Bean made a motion to accept the Emergency Response Procedures with suggested changes and Angela Kirby Buser seconded. Motion carried.

### **Bylaws review**

The board suggested no changes and board members agreed to review the bylaws again in January 2024.

### **New Business**

#### **FY20-22 Strategic Plan 4<sup>th</sup> quarter update**

Kelly Skovbjerg presented a report (attached) on the 4<sup>th</sup> quarter update.

#### **Five-Year Comparison Report**

Kelly Skovbjerg presented the Five-Year Comparison Report (attached).

#### **FY23-25 Master Plan 1<sup>st</sup> quarter update**

Kelly Skovbjerg presented the 1<sup>st</sup> quarter update (attached) on projects staff has set out to complete this fiscal year.

### **Acceptance of Gift**

Thad Taylor asked the library to accept a gift of a sculpture to the library with the understanding that the library may display or give to the Friends of the Boerne Public Library to sell to fundraise for the library. Judy Broussard made the motion to accept the gift and Pam Bransford seconded. Motion carried.

### **Other Business/Board Concerns**

AARP will be providing free income tax preparation at the library February 6 to April 18, Mondays, Tuesdays, and Wednesdays, 10am-4pm by appointment only.

Laura Bray reminded all the board members that the mayor and two City Council positions will be up for election. Deadline for candidates to register is February 17, 2023.

### **Date for Next Regular Meeting**

The next meeting will be held February 9, 2023, at 6:00 p.m. in the library's second floor conference room. Jennifer Hackett will not be at this meeting.

Respectfully submitted on January 20, 2023.

Sandy Johnston