



## Library Advisory Board

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A meeting of the Library Advisory Board was held on Wednesday June 16, 2021 at 5:15 p.m. at the Nancy Carol Roberts Memorial Library, 100 MLK Jr. Pkwy., Brenham, Texas.

Advisory Board Members present:

Keith Herring, Carol Kiphart, Jerry Jares, Sabrina Roberts, Lu Hollander, Janie Mehrens, Jody Tyson, and Renee Mueller

Advisory Board Members absent:

Lillian Marshall

City staff present:

Andria Heiges and Carolyn Miller

Others present

None

- 1. Call Meeting to Order**
- 2. Citizen and Visitor Comments**
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the March 3, 2021 Regular Meeting**

A motion was made by Lu Hollander and seconded by Janie Mehrens to approve the Minutes from the March 3, 2021 regular meeting as corrected.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Lillian Marshall	<b>Absent</b>
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Yes
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Yes
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Yes
Board Member Renee Mueller	<b>Absent</b>

**4. Discuss and Possibly Act Upon Recommended Changes and Additions to Library Policies**

Librarian Andria Heiges presented proposed policy additions to account for new LTE Chromebooks and Kajeet Smart spots that the Library is now lending to patrons. A motion was made by Carol Kiphart and seconded by Jody Tyson to accept the recommend policy changes and additions as presented.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Lillian Marshall	<b>Absent</b>
Board Member Carol Kiphart	Yes
Board Member Jerry Jares	Yes
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Yes
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Yes
Board Member Renee Mueller	Yes

**5. Presentation of a Financial Statement from the Library's Donation Fund**

Librarian Andria Heiges presented a summary of the current balance in the Library donation fund which included both designated and undesignated funds. The balance of funds as presented was \$106,848 in the undesignated category and \$1,950 in the designated category for a total donation fund balance of \$108,798.

**6. Discuss and Possibly Act Upon the Approval of Proposed Donation Fund Expenditures**

Librarian Andria Heiges stated that the Library had received a donation from Daughters of the American Revolution -Richard Fox Brenham Chapter (DRT) in the amount of \$600 to be used to assist with the purchase of an archival scanner. Heiges stated that a high-quality scanner could be used to digitize parts of the current Genealogy collection as well as future projects. Carol suggested that a scanner with a book cradle would be ideal for book scanning. Jerry suggested picking a

scanner that was user friendly. The board also recommended that we check with the Blinn Library, University of Texas, and Heritage Museum for scanner recommendations.

Heiges also stated that the Library would like to use donation funds to purchase an archival cover for the antique tapestry, and exhibits or displays for the Library Birthday Party Celebration. The board agreed to consider approval of these purchases after a future presentation on pricing for different scanner and archival display options.

A motion was made by Renee Mueller and seconded by Jody Tyson to approve the request from vendors for pricing proposals by Andria Heiges for the scanner, wall hanging case, and history wall exhibit.

Chairperson Herring called for a vote. The motion passed with the Board voting as follows:

Chair Keith Herring	Yes
Board Member Lillian Marshall	<b>Absent</b>
Board Member Carol Kiphart	Yes
Board Member Jerry Wise Jares	Yes
Board Member Sabrina Roberts	Yes
Board Member Jody Tyson	Yes
Board Member Janie Mehrens	Yes
Board Member Lu Hollander	Yes
Board Member Renee Mueller	Yes

#### **7. Presentation and Discussion Related to the Library's 2021 Summer Reading Program**

Librarian Andria Heiges announced that the 2021 Tails and Tales Summer Reading program kicked off on Tuesday, June 7<sup>th</sup> with an animal petting zoo, ice pops, kettle corn, and a special visit from the Brenham Pet Adoption center. Heiges stated that the opening program was a success with over 300 children in attendance and an additional 150 parents. In the presentation Heiges mentioned that over 430 people had registered for the summer program and over 53,000 minutes had been read by participants so far. An overview of remaining presenters and planned summer programs was presented as well, with the closing pool party at the Blue Bell Aquatic Center planned for Friday, July 23<sup>rd</sup>.

#### **8. Administrative Report**

Librarian Andria Heiges provided the library report for the last three months. In addition, Heiges provided the following updates on programming at the Library.

- The Library has partnered with the National Honor Society to bring the Dolly Parton's Imagination Library to Brenham. NHS will raise money and the Library will manage the database that allows people to register for the program. The program sends 1 free book per month to a registered child from birth to age 5.

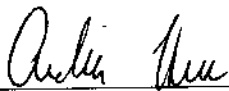
- The Fortnightly Club continues to work with Andria Heiges to plan for the 120<sup>th</sup> Library Birthday event and is working on a timeline for a planned history wall display.
- The Library is working with the Texas Workforce Commission to employ 2 students through the Summer Earn and Learn (SEAL) program. The students worked at the Library from June 7<sup>th</sup> through July 23<sup>rd</sup>.

Meeting adjourned.



Keith Herring  
Chair Person

**ATTEST:**



Andria Heiges  
Staff Liaison