

Minutes of Meeting
Tuesday, August 14, 2018 5:30 pm
Leon Valley Public Library
Board of Trustees
6425 Evers Road, Leon Valley, Texas, 78238

Attendance: Jill Crane, Heather Haskin, Carol Poss, Sandy Underwood, Sandra Keller, Brigid Cooley, Barbara Owens. Peggy Proffitt and Janet Stone were not in attendance.

Regular Agenda:

1. The meeting was called to order at 5:34 by Chairman Crane.
2. Citizens to be heard: none.
3. The minutes for the March and June 2018 meetings were read. Corrections were made to the address of the library and additions were made to the Library Director's report for both months (i.e., June: Public WiFi being turned off after library hours. March: Library looking to upgrade to Cat 6 wiring). Sandra moved to pass the minutes with corrections and Barbara seconded. The motion passed unanimously.
4. Board Resignation Letter: Catherine Rodriguez's resignation letter was shared with the board.
5. Bylaws Update: Sandy shared communication with the City Attorney regarding the document in the trustees' entitled "Board of Trustees By-laws." The City Attorney indicated that in order to be effective, this document should have been passed as an ordinance but a search showed no such ordinance and furthermore the document contained no signatures. The board members therefore removed both unofficial By Law documents from their folders. Because of confusion about which members were full members of the board and which members were serving as alternates, Sandy clarified the city's ordinance for committees (Ordinance 2018-37) which states, in effect, that the chairperson of a committee *may* now offer a vacancy on a committee to an existing alternate rather automatically offering the position to a new applicant. Previously the ordinance did not include this possibility.
6. Board Office Elections: Board members voted unanimously to elect Heather Haskin as Chair, Janet Stone as Vice Chair, and Brigid Cooley as Secretary. Brigid will meet with the City Secretary to be trained on how to take minutes. Barbara Owens offered to take minutes in case of Brigid's absence.
7. Library Director's Report: A. New Hire: Melinda T was hired as a new part-time staff member to replace Sara Piety who was offered a development position at the University of Florida. B. Stats & C. Summer Reading Update: Attendance at children's library events has more than doubled from last summer (July 2017= 589, July 2018= 1722). Outside websites have been advertising the library's children's events resulting in some of the large attendance growth. The library staff is ecstatic to be providing programs to so many children but Sandy did express some concern about attendance at popular programs and holiday programs moving forward. The library staff was flexible in providing additional activities at some of the events and most children's events have

been moved to the children's wing rather than the meeting room to accommodate such large numbers. The San Antonio Library system recently brought Sandy new maps of their libraries as well as a collection of books to give as a token gift to patrons who mistake the Leon Valley Library as part of the San Antonio system. D. Technology Update: The library now has Cat 6 wiring with much improved speeds of 239 mbps/12 mbps as well as other updates including the library having a backup for the first time. E. Annual Convention Storytelling Event: Assistant Library Director Theresa Brader has been invited to participate as a Storyteller (a highly selective process) at the annual library convention and will present next spring in Austin.

8. Friends of the Library Report: The August book sale yielded \$60. The Fall sale will take place September 20-21. This last week the Annex received an official Certification of Occupancy.
9. Announcements: Evers Road to open August 20th with some additional lane closures to complete the process. Former Mayor Marcy Meffert passed away August 3rd. She is the donor of the mural in the children's wing and the library has received several donations since her passing. Memorial services held Saturday August 18th. Jill announced she is now tenured as an Associate Professor at St. Mary's University. Brigid announced her upcoming graduation with her Associate's Degree. She also shared the Page to Stage theater company will perform the Ensemblers on November 2nd and 3rd at the library. Brigid and her brother will be filming a video of community members reading Edgar Allen Poe's "The Raven" to be placed on Youtube and social media in October.

There being no further business, a motion to adjourn was made by Barbara and seconded by Sandra. The meeting was adjourned at 6:34 pm.

Heather Haskin