



City of Abilene

Library Advisory Board Agenda

Notice is hereby given of a meeting of the Abilene Public Library Advisory Board of City of Abilene to be held on February 1, 2021 at 4:00 p.m. at the Abilene Public Library, 202 Cedar Street, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

AGENDA ITEMS

1. Approval of the minutes from the Regular Meeting held on November 2, 2020
2. Abilene Heritage Square Update - Eddy Emith
3. Library Director's Report - Julee Hatton
 - A. Annual Report
 - B. COVID-19 Update
 - C. Strategic Plan
4. Friends of the Library Update

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 27th day of January, 2021, at 11:15 a.m.

Kaitlin Richardson, Deputy City
Secretary

ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES

November 2, 2020

The Abilene Public Library Advisory Board met in the conference room of the Main Branch Library at 4:00 PM, Monday November 2, 2020. A quorum was present.

Board Members present: Clint Buck (Chair), Dorothy Davidson, Timothy de la Vega, Christina Curtis-Carr, Elizabeth Norman

Board Members absent: Joe Specht

Also attending: Julee Hatton, Library Director; Trent Deltz, City Attorney; Linda Camacho, Library Administrative Assistant

Media present: None

Mr. Clint Buck called the meeting to order at 4:04 PM.

Minutes of the previous meeting were approved as submitted. First motion to approve: Elizabeth Norman, Second to approve: Tim de la Vega. All those in favor and approved.

Mr. Clint Buck mentioned it was nice to be in a face-to-face setting and not a zoom call or FaceTime or some other mechanism; "I appreciate each and every one for making time to be here today."

Library Director's Report - Mrs. Julee Hatton, I thank everyone for coming today, first we have several staff at the health department helping in COVID response. This includes a total of 11 staff members, full and part-time staff, to help with the latest surge. The city has seen a spike in COVID-19 in the last week and due to the demand, this was placing on the Health Department, our employees were asked to help in the response. As a result of this Mockingbird Branch is still closed as we do not have the staff to run all three locations at this time until we get full staffing back. Christina Curtis-Carr asked why Mockingbird was the one chosen to be closed. Julee responded because of the lower use than South and Main would be her guess.

We are working with the health department along with Parks on a new social media campaign to promote the wearing of masks in the community. The mayor and Mr. Hanna have both been pictured in this campaign with the hopes of encouraging everyone to be safe during this recent surge. We will be sharing those posts on social media. We will also talk about eBooks & audiobooks and library resources, things you can use without having to physically come into the library at this time. Our eBooks and audiobooks have surpassed last year's numbers in circulation and usage by the community.

We are still doing programming at main and south branches and working at 50% capacity to maintain social distancing. Tape is being used on the floor to promote social distancing by patrons, as well as to show children where to sit when attending storytime activities. We also participated in the Abilene Zoo's Boo at the Zoo festivities, which ran across three weekends. The library provided storytimes every hour on the hour during the event, gave out tote bags filled a craft, library programming information, and candy. It was nice doing something outside, everyone enjoyed the fresh air, and we were able to get outside and move around. Christina Curtis-Carr asked if we were able to do programs in the school right now with COVID-19 and book delivery. Mrs. Hatton responded we are doing the book delivery, but it is lower than normal. We do have a student courier now, but we are not able to do the school programs. What are some of the indicators or markers that would suggest we would be able to reopen Mockingbird Branch asked Mr. Buck? Mrs. Hatton responded we are working with city management, but there has not been any benchmark set forth as of yet to reopen.

Elizabeth Norman asked has there been any attrition of employees from having to work with health care.

Julee answered not as of now, although we did have an employee retire, but not due from COVID-19. Mrs. Hatton stated we know it is stressful working at the health department, but we are trying to keep on top of that with our staff. I have met one-on-one with all staff and I believe this is helping. They can feel isolated when they are in a different department and even though they are not that far away, they are still not at their home base either.

Collection Update: We have been working hard on the lower level basement area. We have been weeding, shifting, and discarding materials that have not been checked out, torn, in bad shape, and out of date. We are looking ahead to the Abilene Heritage Square project, wanting to move nice materials to that location. We also removed empty shelving and shipped several boxes of books to Better World Books and Baker & Taylor. The remaining empty shelves were shifted and removed giving us a nice open floor for us to decide what to do with.

Abilene Heritage Square: Mrs. Hatton says things are moving along with this project. On Facebook they have posted a lot of interior and exterior pictures after removing the old HVAC and ceiling fixtures. We should be meeting with the architect next week, but as of now, we are right on track and discussing interior finishes for the library and looking for library collection movers for the big move to the new building.

Friends of the Library Report: They are meeting next week on Nov. 10, the new chair will be Tiffany Lamb and the current is Garrett Smith. They are talking to vendors to bring in some scanners to scan the book donations that are housed here (we have a lot at the library) since there was no book sale this year. One vendor was brought in and they made a few hundred dollars with him, as he runs an online bookstore.

They have voted to send \$125,000.00 on the heritage square project, since they pledged the \$500,000.00. That is the first payment they have made into this project. Mr. Buck stated that was big and that they (Friends) are such a generous group, and we are fortunate to have all of them.

The Friends are doing a small staff appreciation on November 5, bringing baked goodies for staff at the Main Library, South Branch, and the Health Department.

Christina asked Julee how she is feeling about the library services in general right now. Are you feeling good with things even with COVID-19? Julee stated we have a great crew and everyone is doing a great job with putting in all kinds of work, and extra work, while having a positive attitude. It may be challenging at times, when people are dealing with so much, but everyone at the library is here for the greater good. People want their kids to come to story time, be able to check out materials and learn. Although our programming is less than we have offered in the past, we look forward to the day we no longer have restrictions and get back to our normal routine. What do you do to sanitize asked Christina Curtis-Carr? Staff wipes down and disinfects with a cleaner after patrons use computers, chairs, and tables. We also quarantine the returned materials for 72 hours before returning them to the stacks. Plus, we all use hand sanitizer often, as does the public.

First motion to adjourn: Christina Curtis-Carr and Second motion: Elizabeth Norman

NO Objections

Meeting was adjourned at 4:24pm

The next scheduled Advisory Board Meeting is Feb. 1st, 2021 at 4:00 P.M at the Main Branch location.

Respectfully submitted,

Linda Camacho

Linda Camacho, Library Administrative Assistant