



City of Abilene

Library Advisory Board Agenda

Notice is hereby given of a meeting of the Abilene Public Library Advisory Board of the City of Abilene to be held on February 22, 2024, at 4:00 p.m. at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

MINUTES

1. Receive a Report, Hold a Discussion, and Take Action on Approving the Minutes from the Regular Meeting Held on November 15, 2023.

PUBLIC COMMENT

AGENDA ITEMS

2. Election of officers for 2024.
 - A. Election of Chair
 - B. Election of Vice-Chair
3. Review on-order catalog comments and make a recommendation to the Library Director on pending book orders (discussion and possible action).
4. Library Director's Report.
 - C. Strategic Plan (discussion and possible action)

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 19th day of February, 2024, at 2:15 p.m.

Shawna Atkinson, City Secretary

ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES
November 15, 2023

The Abilene Public Library Advisory Board met in the Council Chambers at City Hall at 4:00 PM, on Wednesday, November 15, 2023. A quorum was present.

Board Members Present: Clint Buck (Chair), Denise Moore, Elizabeth Norman, Judith Phaneuf,
Joe Biles, Kristi Brokaw

Board Members Absent: None

Also Attending: Julee Hammer, Library Director; Trent Dietz, Assistant City Attorney; Linda Camacho, Library, Administrative Assistant

Media present: None

CALL TO ORDER

Mr. Clint Buck called the meeting to order at 4:00 PM.

MINUTES

1. Receive a Report, Hold a Discussion, and Take Action on Approving the Corrected Minutes from the Regular Meeting Held on May 1, 2023.

Elizabeth Norman made a motion to approve corrected minutes from the regular meeting held on May 1, 2023, with corrections; seconded by Denise Moore. The vote was unanimous and the motion carried.

2. Receive a Report, Hold a Discussion, and Take Action on Approving the Minutes from the Regular Meeting Held on August 7, 2023.

Elizabeth Norman made a motion to approve corrected minutes from the regular meeting held on August 7, 2023; seconded by Judith Phaneuf. The vote was unanimous and the motion carried.

PUBLIC COMMENT

Mr. Buck opened the public comment period. There were no speakers, and the comment period was closed.

AGENDA ITEMS

1. Recognition of departing board members and introduction of the new board members

- a. Departing Members: Mr. Buck thanked the departing board members for their service: Dorothy Davidson (appointed in 2018), Tim de la Vega (appointed in 2019), Joe Specht (appointed in 1997). Joe attended an estimated 104 regular board meetings.
- b. New Members: Mr. Buck welcomed new board members, Joe Biles and Kristi Brokaw. Mr. Buck reported that there is one vacant seat on the board.

2. Review on-order catalog comments and make a recommendation to the Library Director on pending book orders (discussion and possible action).

- a. Mr. Buck reported there were no comments on the pending book orders from the online on-order review catalog so review was not needed. Judith Phaneuf made a motion to recommend approval of the pending book orders; seconded by Joe Biles. The vote was unanimous and the motion carried. The Advisory Board's recommendation will now go to the Library Director who will oversee the completion of these book orders. This is a standard agenda item for regular board meetings.

3. Library Director's Report

- a. **Annual statistics for fiscal year 2023:** Ms. Hammer provided some annual statistics for Fiscal Year 2023, (October 1, 2022 through September 30, 2023). She said that these statistics are gathered and submitted to the state library. APL had over 352,000 visitors for all three (3) locations, which was up from 325,000 last year. Library staff led over 1,300 programs with more than 35,000 participants. 4,674 new library cards were issued, and she will share the final statistics when all are completed.
- b. **Strategic Plan Update:** On September 15, 2023, the library's management team, along with board members Clint Buck and Elizabeth Norman, participated in a strategic planning session. This planning session was led by Eddy Smith from the Abilene Library Consortium. The strategic plan for APL is expected to be ready by the February board meeting for review.
- c. **Abilene Heritage Square update:** The Abilene Heritage Square groundbreaking was held on November 9, 2023. Due to rain, the event was hosted inside and attended by 150-200 people from the public. The completion date is estimated to be the end of 2025, and the project's website has been updated for new information at www.abileneheritagesquare.org.

ADJOURN

The meeting adjourned at 4:09 PM

The next Library Advisory Board Meeting is scheduled for February 22, 2024, at 4:00 PM at City Hall, 555 Walnut St, 2nd floor Council Chambers.

Clint Buck (Chair)

Linda Camacho

Linda Camacho, Library Administrative Assistant