

BURLESON PUBLIC LIBRARY ADVISORY BOARD
November, 2022
DRAFT MINUTES

Call to Order –6 PM.

Roll Call

Board Members Present

Jim Wadlow
Gabrielle De La Cruz
Sarah Navarrette
Amanda Cognasi
Claire Coggin
Joan Coubarous

Board Members Absent

Daniel McClain

Staff in Attendance:

Amanda Cadenhead, Community Engagement Librarian
Paula Skundberg, Recording Secretary

1. **Call to Order 6:32 PM**
2. **Approve the minutes from the Library Board meeting.**
 - A. **Consider approval of the minutes from August 23, 2022 Library Board meeting.**

Motion was made by Joan Coubarous and seconded by Amanda Cognasi.

Motion Passed 6-0. Absent Daniel McClain

3. **Citizen Appearances**
4. **Reports and Discussion Items:**
 - A. **Elect a Chair and Vice Chair to serve for the year 2023. (Staff Contact: Sara Miller, Deputy Director-Library)**

Nominations were received for both chair and vice chair; and nominee's accepted their nominations. Following a brief discussion board members unanimously selected Joan Coubarous to serve as chair and Claire Coggin to serve as vice chair for the year 2023.

- B. **Consider and approve Library Advisory Board meeting dates for 2023. (Staff Contact: Sara Miller, Deputy Director-Library)**

Staff presented a proposed meeting schedule for 2023: February 28, May 23, August 22 and November 28, 2022. Meetings are quarterly and held here at the library at 6 p.m. A brief discussion followed.

Motion was made by Sara Navarrette and seconded by Gabrielle De La Cruz to accept meeting schedule as presented.

Motion Passed 6-0 Absent Daniel McClain

C. Hold a discussion and receive a report regarding year one of the Burleson Public Library master plan and facility study. . (Staff Contact: Sara Miller, Deputy Director-Library)

Staff discussed that in December 2021 the City of Burleson contracted with 720 Design to develop a needs assessment for the library. Staff introduced Maureen Arndt with 720 Design, Inc. who gave a presentation and report on year one of the library master plan and facility study. Staff responded to board member's comments and questions.

5. Community Announcements

Staff discussed library announcements: Saturday Dog Tales sessions have resumed with "Reggie" and Christmas at the Library on Saturday, December 3.

6. Board Requests for Future Agenda Items or Reports

Request to have Maureen Arndt with 720 Design return with updates-progress of the master plan and facility study; and when it will go to council.

7. Adjourn

There being no further business, Chair Joan Coubarous adjourned the meeting.

Time – 7:37 p.m.

Paula Skundberg, Recording Secretary