

LIBRARY BOARD

MEETING MINUTES

APRIL 23, 2025, 6:45 PM

LIBRARY BOARD REGULAR MEETING

LIBRARY BUILDING - 501 BOLIVAR STREET, SANGER, TEXAS



CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

There being a quorum Board Member, Chair, Place 1, Alex Lynn called the meeting to order at 6:57pm.

BOARD MEMBERS PRESENT

Board Member, Chair, Place 1, Alex Lynn
Board Member, Place 2 Sally Amendola
Board Member, Place 3 Sherri Wood
Board Member, Place 5 Erica Kaufman

BOARD MEMBERS ABSENT

Board Member, Place 4 Libby Dorn

STAFF MEMBERS PRESENT

Laura Klenke, Library Director

CITIZENS COMMENTS

No one addressed the Board.

LIBRARIAN'S REPORT

Librarian's Report

1. Librarian Klenke provided an overview of the report.

Continued discussion on children's behavior. Library Behavior Policy was approved by City Council. Website, reflects such, and is posted around the library. Two kids given warnings and one kid removed, no longer welcome at the library.

Ramping up for summer, so far ahead of the game, working on July calendar.

Cryptography class for homeschools was a hit, will do again in the summer.

CONSENT AGENDA

1. Consideration and possible action on library board minutes from 12/3/24.

Motion to approve December minutes made by Board Member Wood, seconded by Board Member Kaufman.

Voting Yea: Board member Lynn. The motion passes.

ACTION ITEMS

2. Overview and Discussion of library policies and possible action considering the timeline of possible revisions and future needs.

Discussion ensued about policies we don't already have on the books. Guidelines for displays and programming and events.

Discussion ensued about the "Period Party" and how successful it was and the possibility of doing it in the Fall.

Discussion ensued on offering Notary service, policy needs to be in place to clearly address that would be notarized and what would not be notarized. Library fee schedule will be updated to reflect the possibility of adopting such a service next fiscal year with board and council policy approval.

3. Consideration and possible action on adopting a new library study room policy.

Discussion ensued regarding how our study room policy is to be used and how it is a privilege, not a right to use it. Policy will ensure that the room can be utilized fairly to support quiet study, collaborative work, and academic or professional research.

4. Consideration and possible action on updating the library's collection development and reconsideration policies.

Discussion ensued to have guidelines in place for everything, that way everything is in writing and nothing can be misconstrued.

Discussion ensued regarding wording in Selection Aids, whether the items needed to be bulleted or left as list.

Discussion continued on Purchase Requests defining how the policy will address purchasing for those specific titles or subjects that may be in high demand or is in high social value.

Discussion ensued on our Gift/Donation Policy whether those sections need to be cleaned up as they may be outdated and whether they need to remain as their own separate policy or be included in this policy.

Discussion continued on Collection Maintenance and how the policy should clearly state that maintenance of the collection is an ongoing process, which suits the needs of its users and potential users.

Discussion continued about unsolicited works by local authors, policy/procedure on how to handle things. Suggested statement - We don't typically consider it, unless it's nationally recognized.

Discussion ensued on Requests for Reconsiderations portion of the policy. Patron criteria was discussed, to limit requests from outside of our community (out of state, county, etc.)

Discussion ensued regarding request for reconsideration form of library materials and what that request form(s) should look like. After reviewing the steps in the process, board member Kaufman suggested creating a buffer between some of the steps to help lessen the burden on staff other than the director or designated person to have all of the answers and to avoid incomplete patron complaints that are hurried and rushed.

FUTURE AGENDA ITEMS

1. Discussion regarding our Updated Collection Development Policy and Reconsideration Policies.
2. Discussion to be held to address program policy to assist with partnership relationships.

INFORMATIONAL ITEMS

Information Items are for informational purposes only. No action may be taken on items listed under this portion of the agenda.

5. Texas Public Libraries Annual Report for Fiscal Year 2024

ADJOURN

There being no further business, Board Member Wood adjourned the meeting at 8:35pm.