



Library Advisory Board

Minutes

In-person Meeting
February 23, 2026 – 7:00 p.m.
Council Chambers

CALL TO ORDER

Announce the presence of a Quorum.

Justin Strauch called the meeting to order at 7:00 p.m. The following Library Board members were present: Justin Strauch, Monica Munoz, Mallory Morris, Toshia Kimball, Sarah Sponsel, Zachary Todd, Brian Ortiz & Ofilia Barrera Board Liaison.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate, or take action on any matter presented during citizen participation. No citizens were present at the meeting.

CONSENT AGENDA

A. Consider, and act upon, approval of October 27, 2025 Library Advisory Board Meeting minutes.

Board Action:

A motion was made by Zachary Todd, seconded by Toshia Kimball, to approve the minutes as presented. A vote was taken and the motion passed 7-0.

REGULAR AGENDA

1. Review and approve updated Meeting Room Policy.

Board Action:

A motion was made by Monica Munoz, seconded by Brian Ortiz, to approve the updated Meeting Room Policy as presented. A vote was taken and the motion passed 7-0.

WORK SESSION – DISCUSSION ITEMS

WS1. Staff Spotlight: Debbie Nowling, Youth Services Supervisor.

Debbie Nowling was unable to attend and will be rescheduled.

WS2. Friends of the Library Review and Updates with Allison Stowe.

Allison Stowe, President of the Friends of the Library, presented the Board with a recap of 2025 including statistics for: memberships, donations, programs, and events. Photographs of new furniture purchased by the Friends of the Library for the adult area were shared and information regarding Project Judy was given.

WS3. LAB Meeting Frequency Discussion.

Board members were encouraged to discuss the frequency of meetings and whether or not any changes to the existing monthly schedule are needed.

WS4. Review Monthly Report for January.

Oflia Barrera guided the Board through statistics regarding program attendance and resource usage for the period of October 16, 2025 to January 14, 2026. Family events contributed to the higher attendance numbers in October, November, & December. Data Axle saw a significant increase in the number of records downloaded for the month of October, while the unique number of log-ins for that same period saw only a slight increase, demonstrating how some users are more proficient with their searches.

WS5. Review New At a Glance Style Report for January.

Oflia Barrera shared an alternate presentation of the Monthly Report information. The At a Glance Style Report covers the same time period of October 16, 2025 to January 14, 2026 while offering the information in a more condensed infographic version.

WS6. Review Monthly Report for February.

Oflia Barrera presented the Board with statistics regarding program attendance and resource usage for the period of January 15, 2026 to February 11, 2026. Factors contributing to the number of New Borrowers were discussed.

WS7. Review New At a Glance Style Report for February.

The Board was given time to review and compare the two different styles of reports for the same time period of January 15, 2026 to February 11, 2026. Going forward the monthly information will be presented in a format combining elements of both styles. Having attended the webinar AI Trends That Will Transform Your Organization, Oflia Barrera shared some positive ways to use AI and provided a glimpse into this year's Summer Kickoff event.

WS8. Review Upcoming Programs for March 2026.

Oflia Barrera presented a list of upcoming programs for the month of March highlighting the Irish Dance program on the 21st and a scheduled visit from the Texas Buffalo Soldiers on the 31st. Regular storytimes and book clubs will continue during Spring Break while several family friendly programs are planned such as: visits from school choirs, the annual Ramadan event, and The Ramazini Circus, and a Teen Trinket Fair.

ADJOURNMENT

A motion was made by Toshia Kimball, seconded by Zachary Todd, to adjourn the meeting at 8:00 p.m. A vote was taken and the motion passed 7-0.

Justin Strauch, Chair