



# Library Advisory Board

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## Minutes

**In-person Meeting  
July 27, 2026 – 7:00 p.m.  
Council Chambers**

### **CALL TO ORDER**

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*Announce the presence of a Quorum.*

Justin Strauch called the meeting to order at 7:03 p.m. The following Library Board members were present: Justin Strauch, Mallory Morris, Billy J Ketner, Sarah Sponsel, Zachary Todd, Monica Munoz & Ofilia Barrera Board Liaison. Board members not present: Brian Ortiz

### **CITIZENS COMMENTS ON NON-AGENDA ITEMS**

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*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**

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**A. Consider, and act upon, approval of June 22, 2026 Library Advisory Board Meeting minutes.**

#### **Board Action:**

A motion was made by Zachary Todd, seconded by Monica Munoz, to approve the minutes as presented. A vote was taken and the motion passed 6-0.

### **REGULAR AGENDA**

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#### **1. Nominate and vote on Board Chair**

#### **Board Action:**

The nomination of Justin Strauch for Board Chair was made by Monica Munoz and seconded by Zachary Todd. A vote was taken and the nomination passed 5-1.

#### **2. Nominate and vote on Board Vice Chair**

#### **Board Action:**

The nomination of Zachary Todd for Board Vice Chair was made by Zachary Todd and seconded by Sarah Sponsel. A vote was taken and the nomination passed 5-1.

### **WORK SESSION – DISCUSSION ITEMS**

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#### **WS1. Staff Spotlight: Libby Villegas, Teen Services Librarian.**

Libby Villegas, who graduated with her MLS in 2025, shared some details of her path within the Smith Public Library. Having developed a love for the library as a teen patron, she joined the staff in January of

2022 as a Library Technician, then moved to the Youth Services Department in 2023, and ultimately took on the role of Teen Librarian this past February. Some of her duties include collection & program development, volunteer management, creating social media content, and connecting with local schools for outreach.

**WS2. Board Policy Review for 2026-2027 session.**

Ofilia Barrera provided the Board with a list of library policies that will be up for review in 2027 and emphasized the importance of the Board's perspective on the policies within the approval process. Upcoming meeting dates and other Board duties were also highlighted.

**WS3. Friends of the Library update.**

Ofilia Barrera shared information with the Board in regards to recent and upcoming Friends of the Library fund raising events: The Annual Book Sale, Coco Shrimp Dine & Donate, and Indoor Mini Golf.

**WS4. Review monthly report.**

Ofilia Barrera walked the Board through the At a Glance Report, Stories of Impact, and Meeting & Training Highlights for the period of June 11, 2026 to July 15, 2026.

**WS5. Review Upcoming Programs for August 2026.**

While the Board reviewed the list of upcoming core programs for adults, Ofilia Barrera reminded them that during this period all Youth Services Programs are on a break.

**ADJOURNMENT**

A motion was made by Monica Munoz, seconded by Zachary Todd, to adjourn the meeting at 7:41 p.m. A vote was taken and the motion passed 6-0.

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**Justin Strauch, Chair**