



**CITY OF FRIENDSWOOD
LIBRARY BOARD
TUESDAY, SEPTEMBER 15, 2020 - 6:00 PM**

Minutes

**MINUTES OF A FRIENDSWOOD REGULAR MEETING HELD AT 416 S. Friendswood Dr.,
Friendswood, TX via Zoom,**

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
SEPTEMBER 15, 2020

1. Call to Order

Diane called to order at 6pm.

2. Communications from the Public

3. Approval of July 21, 2020 Minutes

Diane motioned to approve the July 21, 2020 minutes, Neeta approved and Betty seconded. The minutes were approved.

4. Director's Report

Matthew mentioned that as of today patrons have the ability to pay off their fines online with a credit card. Someone has already done so through our website.

Matthew also mentioned that we now have the front portion of the library open, including the lobby, community room, and hallway. We created a computer lab in our community room where patrons can use our printer/scanner and reference department, prioritizing job seekers and students needing the internet.

We are still following all of the safety measures we have been following since the beginning. Matthew heard that the city's facilities will be opening back up on October 5th. We are not sure what that means for us and what services we can provide in terms of phases. Matthew mentioned that a library in Galveston is now doing socially distanced story times and computer classes in their building.

Matthew reported on all of the upcoming online events and programs coming up. We also started outdoor neighborhood storytimes twice a week in various neighborhoods in Friendswood. We have also started the book delivery service as well. We are serving 5 households currently.

Matthew mentioned that we now have 11 internet hotspots. Patrons, hopefully students in need, can check them out and have a better connection to the internet.

Diane mentioned that the Friends have 133 members, and so far the Friends have raised \$4,357.00. The Gordon Davenport Memorial Fund is supporting the Friends in purchasing the fountain that will be going in the front of the building, to be installed in a couple of weeks. The Friends now have an online store, selling t-shirts, masks, and the 2019 and 2020 ekphrastic poetry anthologies. Matthew added that they have already sold the first shipment of the books. Diane also mentioned that the Friends are hosting an online challenge #2 on their Facebook page. To provide and drive book donations to Little Free Libraries, the Friends membership drive will begin in October. They haven't had a discussion about whether or not there will be a December book sale.

Matthew mentioned that the library received a \$200 donation from the Keep Friendswood Beautiful organization for the beautification project as well. The funds were used to purchase a large planter, a Dracaena plant, and a 100 ft. water hose.

Matthew mentioned that staff has been taking numerous hours of training since the pandemic has begun, on broad and specific topics. Matthew also mentioned that the library is hosting an intern currently. Chloe Flowers has been assisting us in various ways around the library such as shelving books, going to the neighborhood storytimes, and assisting with the newspaper digitization.

The City finished installing the protective glass shields around all of the service desks. Matthew wanted to remind the board that the library is an emergency location facility for the city, if we aren't designated as an actual shelter, we will be a cooling station for folks after an emergency event. During Hurricane Laura the City brought over 50 cots, water, food, and PPE to the library. Neeta asked if we would be a voting center for the November election. Matthew said that we have not been asked to as of yet. Matthew also mentioned that the City will be installing three security doors at all of the entrances to the staff workroom. These as well as the glass shields are funded by the Care Fund

5. Discuss Long Range Strategic Plan

Matthew wanted to remind the Board about the Long Range Plan that will expire in 2022. Matthew expressed that now would be a good time to start thinking about long range planning. He will be sharing more in terms of statistics and things over the next year. Matthew mentioned that he is interested in a potential expansion and has communicated with staff on some spacial needs. Some of the initial thoughts from staff include a Maker Lab as well as a dedicated space for the Friends, like a Friends store which is popular in libraries already. The Children's department has ideas of creating a tree fort loft for their department as well.

Matthew asked for feedback on these things being considered. Diane mentioned that a survey could be useful in obtaining feedback for what types of expansions would be beneficial for the community. Betty inquired about funds. Steve warned that expansion would not be cheap and that it will be a while before Council will be willing to talk about another bond. Steve also suggested spending the next couple of years figuring out the needs of the community.

6. Open Discussion

Matthew asked for any feedback on everything discussed.

7. Adjournment

Betty moved to adjourn and Benette seconded. The meeting was adjourned at 6:59pm. The next meeting will be Tuesday, November 17, 2020.