



**CITY OF FRIENDSWOOD
LIBRARY BOARD
TUESDAY, SEPTEMBER 21, 2021 - 6:00 PM**

NOTICE IS HEREBY GIVEN OF A FRIENDSWOOD LIBRARY BOARD REGULAR MEETING TO BE HELD IN THE CONFERENCE ROOM, IN THE FRIENDSWOOD LIBRARY, LOCATED AT 416 S. FRIENDSWOOD DR., FRIENDSWOOD, TEXAS, REGARDING THE ITEMS LISTED BELOW:

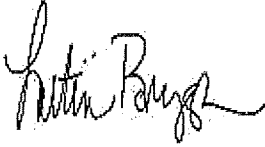
AGENDA

- 1. Call to Order**
- 2. Communications from the Public**
- 3. Minutes**
 - A. Consider approving the minutes of the Library Board Meeting held on July 20, 2021.
- 4. Discussions**
 - A. Receive and discuss the Library Director's Report.
 - B. Discuss long-range planning survey questions.
 - C. Discuss options for the recognition of Library Board members.
 - D. Receive and discuss and update regarding the 2022 Library Gala.
- 5. Adjournment**

Matthew Riley
Library Director

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made **two (2)** business days or more prior to this meeting. Please contact the City Secretary's Office at (281) 996-3270 for further information.

I, LETICIA BRYSCH, CITY SECRETARY OF THE CITY OF FRIENDSWOOD, DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING OF THE FRIENDSWOOD LIBRARY BOARD WAS POSTED IN A PLACE CONVENIENT TO THE GENERAL PUBLIC AND IN COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT, ON THIS THE 15TH DAY OF SEPTEMBER, 2021, AT 5:00 P.M.

A handwritten signature in black ink, appearing to read "Leticia Brysch", written in a cursive style.

LETICIA BRYSCH, CITY SECRETARY



CITY OF FRIENDSWOOD
LIBRARY BOARD
TUESDAY, JULY 20, 2021 - 6:00 PM

Minutes

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

DRAFT

STATE OF TEXAS
CITY OF FRIENDSWOOD
COUNTIES OF GALVESTON/HARRIS
JULY 20, 2021

1. Call to Order

MINUTES OF A REGULAR MEETING OF THE FRIENDSWOOD SENIOR ADVISORY BOARD THAT WAS HELD ON TUESDAY, JULY 20, 2021, AT AT FRIENDSWOOD LIBRARY, 416 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING PRESENT CONSTITUTING A QUORUM:

CHAIR DIANE FREEMAN
VICE CHAIR JOBETH BRIZENDINE
COUNCILMEMBER STEVE ROCKEY
BOARD MEMBER NEETA JAMBHEKAR
BOARD MEMBER KATHY MOLINARO
BOARD MEMBER BENETTE ROWLEY
BOARD MEMBER MADDIE SHORT
BOARD MEMBER BETTY STACY
BOARD MEMBER BRETT STEPHEN
BOARD MEMBER SHARON TAIT
LIBRARY DIRECTOR MATT RILEY
ASSISTANT LIBRARY DIRECTOR KAREN HART
ADMINISTRATIVE LIBRARY ASSISTANT LISA WILKINS

FISD LIAISON ROBERT MCCABE WAS ABSENT FROM THE MEETING.

Diane called the meeting to order at 5:58pm.

2. Communications from the Public

There was no communication from the public.

3. Minutes

A. Consider approving the minutes of the Library Board held on May 18, 2021.

Neeta motioned to approve the May 18, 2021 minutes. Maddie seconded and the minutes were approved.

4. Discussion Items

A. Receive and discuss the Library Director's Report.

Matt gave the Director's Report highlighting that the library is back to regular business after the COVID year. Matt also discussed the success of the Summer Reading Club with 1,021 of kids and teens registered. Matt shared and answered questions about the Ekphrastic Poetry Contest. ESL classes are also back to in-person with two instructors. Matt mentioned the Severe Weather Open House happening on Thursday, July 22nd from 5-7pm.

Maddie shared that Sharon Tait will be taking over Friends Memberships, Jim Foreman has taken over as president, and Maddie is staying on as the Library Liaison. Brenda Feaster has also been selected as Vice President. Maddie shared that the Friends has new bags for sale with the new logo. Diane mentioned there will be a paperback book sale on Friday, July 30th in the Community Room and they will have a full sale on Saturday, August 28th.

Matt shared some updates on staff, including Brenda leaving the library and Katherine Domskey moving up to the vacated full-time position.

Steve Rockey shared that they are getting closer to approving funding for the library's proposed Digital Media Specialist position. Sharon inquired what this job would entail. Matt gave a brief overview of the job description.

B. Received and discuss an update regarding the Library Gala Committee plans.

Steve shared that they are doing great on donations towards the Gala. Steve asked if anyone is working on a logo for the event, Brett shared that he is working on it and will have it this week.

Matt and JoBeth shared that last night's logistics/theme committee meeting involved a walkthrough of the library and discussions about scaling back in decorating to save money.

C. Receive and discuss a Strategic Planning Proposal related to Mental Health and Social Services Partnerships.

Matt opened up a discussion about the challenges staff is facing regarding patrons who are suffering from homelessness and serious mental illnesses. Matt shared ideas of staff training and partnering with local organizations that offer assistance to those suffering these conditions. Matt asked the board for suggestions on how to approach this. Kathy recommended that staff receive training to be able to separate themselves from tense situations after they occur. Kathy also recommended hiring a social worker on staff. Steve shared that FISD has social workers on staff that the library can reach out to as well. Sharon mentioned getting together a team of volunteers to assist in these situations. Kathy also provided Matt with a list of organizations in the area to reach out to.

JoBeth mentioned that there are options for the two school districts we serve for a liaison and offered to contact the library director of CCISD. She also mentioned facilitating a library board retreat next Spring or Summer after the Gala. Steve mentioned doing something for Mike and others who have retired after a long service on the board. JoBeth also mentioned doing something to honor Ted Thomas and Byran Corey.

5. Adjournment

Betty motioned to adjourn and Neeta seconded. The meeting adjourned at 7:23pm. The next meeting will be Tuesday, September 21, 2021.

**DIRECTOR'S REPORT TO
FRIENDSWOOD PUBLIC LIBRARY BOARD
September 21, 2021**

PROGRAMS AND SERVICES

COVID:

The library remains open with full facility access and regular library hours. Due to the rise in COVID infection rates, the library is following City guidelines to suspend all large meetings and events. The library cancelled the August Book Sale and has suspended our Chess Club in order to follow these guidelines for social distancing. Also, we have moved Children's programs and Storytimes back to an online, Zoom format. Other smaller programs and classes continue in-person. Staff continues to follow state, county, and local policies regarding the COVID pandemic.

Recent program and service news:

- The library is now hosting the *1,000 books before kindergarten* program on Beanstack.
- The library had over 1,000 kids, teens, and adults participate in the summer reading programs. 187 youth (ages 11 to 18) registered and logged reading a combined 205,664 minutes (57 hours).
- The library continues to promote the Book Bag program as an easier means to provide books to busy families dealing with COVID stress.
- Other online programs for youth include Stream with Sti, Crafts, Rattle and Rhyme and Storytimes.
- The library's second World Film Festival will be held October 14-17. Six acclaimed films will be shown over four days in the library's community room with film discussions and refreshments provided by Friends of the Library.
- Friendswood Poets now host a monthly poetry reading in the Joyce Baker room on the first Saturday of the month.
- Adult services is now sponsoring Family Craft Kits that can be picked up through the drive-through or in the library.
- We are now offering a Spanish for Medical Students class via Zoom.
- The Friends of the Library Adult Book Club meets the second Tuesday of the month at 6pm.
- We continue to host Movie Night every other Thursday evening at 6:30pm.
- Our Annual Ekphrastic Poetry Event will be held via Zoom on October 2 at 2pm. The library has received submissions from India, England, Thailand, and Macedonia among numerous local and Houston area submissions. Thanks to the jury and the Friends for sponsoring this event!
- ESL classes are now being offered on Wednesdays and Fridays.
- FPL True Crime Book Club is held on the last Tuesday of the Month.
- Computer classes in basics, software training, Vidcode, Google Docs, Microsoft Word, Excel, and PowerPoint, are being held on Mondays at 2pm.
- Genealogy classes are being held on Tuesdays at 3pm.
- Adult Trivia Night is held twice a month at 7pm.
- The library served as a cooling station beginning Tuesday, September 14 directly after Hurricane

Nicholas.

FRIENDS OF THE LIBRARY

- Friends have 166 members and have raised \$4,866.49 so far this fiscal year.
- Friends Book Nooks have raised \$4,413 so far this year.
- Committees have been established and meetings held for the Friends 2022 Library Gala. The theme is Night Circus and the Gala will be on March 5th, 2022.
- The Friends and the library have partnered to create a Library Ambassadors program to recognize teachers, tutors, or others that will be good Ambassadors of library programs and services.
- Progress has been made on the balloon fundraiser project.

STAFF NEWS AND TRAINING

City Council voted to approve the proposed budget for upcoming fiscal year starting this October. The budget contained our new full-time Digital Media Specialist position. A giant thank you to everyone who supported this much needed position! We plan to promote Library Associate Richard Haley to the new position. While working full-time in the reference department, Richard earned his Bachelor's degree in Communications and has shown real talent in the fields of digital technology and communications. Having Richard in this new position will be a great benefit to the community and the library staff. The library plans to promote library page Katherine Barnes to fill the vacancy left by Richard and will hire a new part-time page to replace Katherine.

Library staff attended an online training on Neurodiversity provided by Rosenberg Library. The training centered on ways to make the library more accommodating to patrons with neurodiverse needs such as those with autism.

Suzy Ferrell, CCISD Director of Library Media Services, has reached out to Friendswood and other area library directors to form a meeting group to discuss collaborative projects.

EQUIPMENT & BUILDING MAINTENANCE

Kay Corey with Keep Friendswood Beautiful has improved and beautified the courtyard landscaping facing FM 518. The Friends of the Library helped to fund this project.

Ford AV will begin the community room upgrade to replace most audio/visual equipment in November.

FRIENDSWOOD PUBLIC LIBRARY STATISTICAL COMPARISON

Aug-21

	Aug-21		Aug-20	
CIRCULATION	32347	61%	20086	
E-BOOKS	3216	-20%	4000	
VIDEOS	3385	101%	1686	
CDS	272	189%	94	
COMPUTER USE	Internet	1061	13163%	8
	Wi-Fi	10838	335%	2494
AUDIO BOOKS	3280	21%	2701	
MAGAZINES	355	-10%	394	
REF/INFO QUES	3833	-48%	7388	
RESERVES	3818	-47%	7170	
INTERLIBRARY LOAN	115	-23%	149	
FINES	\$ 915.93	375%	\$ 192.91	
APPLICATIONS	272	137%	115	
ADULT	231		113	
YA	19		2	
CHILD	22		0	
CHILDREN'S PROGRAMS	# PRO	ATTEND	# PRO	ATTEND
STORYTIMES	0	0	0	0
CLASS VISITS/TOURS	0	0	0	0
OUTREACH	0	0	0	0
ARTS AND CRAFTS	0	0	0	0
MOVIES	0	0	0	0
SPECIALS	1	17	0	0
YA PROGRAMS	12	108	10	64
ADULT PROGRAMMING	27	237	19	71
TOTAL	40	362	29	135
BOOKS ADDED	625	-5%	657	
ATTENDANCE	11398	146%	4634	
WEBPAC	5118	-6%	5442	
MOBILE APP	4451	2%	4350	
WEBSITE HITS	12047	-14%	14001	
SELF CHECK OUT	# USERS	CK. OUTS	# USERS	CK. OUTS
	1971	8519	1	6

FRIENDSWOOD PUBLIC LIBRARY STATISTICAL COMPARISON
Jul-21

		Jul-21		Jul-20	
CIRCULATION		35127	53%	22898	
E-BOOKS		3554	-9%	3890	
VIDEOS		3435	47%	2342	
CDS		358	223%	111	
COMPUTER USE	Internet	1047	154%	412	
	Wi-Fi	10036	404%	1990	
AUDIO BOOKS		3363	15%	2916	
MAGAZINES		297	-20%	370	
REF/INFO QUES		3833	-48%	7388	
RESERVES		3751	-53%	7979	
INTERLIBRARY LOAN		115	-34%	173	
FINES		\$ 937.56	704%	\$	116.60
APPLICATIONS		348	137%	147	
ADULT		265		125	
YA		34		18	
CHILD		49		4	
CHILDREN'S PROGRAMS		# PRO	ATTEND	# PRO	ATTEND
STORYTIMES		32	1024	12	354
CLASS VISITS/TOURS		0	0	0	0
OUTREACH		0	0	0	0
ARTS AND CRAFTS		6	280	4	280
MOVIES		0	0	0	0
SPECIALS		4	240	6	178
YA PROGRAMS		23	301	18	124
ADULT PROGRAMMING		42	457	22	102
TOTAL		107	2302	62	1038
BOOKS ADDED		663	0%	663	
ATTENDANCE		13930	135%	5939	
WEBPAC		5535	-8%	6020	
MOBILE APP		4718	-6%	5019	
WEBSITE HITS		13218	-14%	15326	
SELF CHECK OUT		# USERS	CK. OUTS	# USERS	CK. OUTS
		2243	10254	184	678