

**Helen Hall Library**  
**Regular Board Meeting Minutes**  
Tuesday, January 21, 2020  
Civic Center

**1. Call to order**

The meeting was called to order at 6:30 pm.

**2. Roll Call of Members**

Board members Tommy Frankovich, Kathie Nenninger, Mark Lardas, Lillian Murphy and Jeanne Avandsalehi were in attendance, along with City Librarian Jenny Brewer, Assistant City Librarian Teresa Potter-Reyes and Administrative Assistant Julie Orff. Director of Parks and Recreation Direction Chien Wei was present along with three City Councilmen: Hank Dugie, Larry Millican and Chad Tressler. Members of the Friends of the Library were also in attendance.

**3. Opportunity for Citizens to address the Board**

Peggy Zahler addressed the Board to commend the Librarians for their presentation at the Library Town Hall meeting in December. She shared that it was a pleasant opportunity for the community to meet the librarians and learn about what is happening at the Library. She mentioned that it would have been an appropriate time to learn what the library wants to do or cannot do in the future due to our current limitations. While the citizens are concerned with drainage, flooding, mobility and transportation, Library issues are not upfront in their minds. The Library Board and Friends of the Library need to develop a compelling story to educate the public of what the Library needs are. The community will support us if we guide them properly.

**4. Approval of minutes**

The minutes for Board meeting November 19, 2019 were approved as submitted.

**5. Council Liaison comments**

Mr. Kinsey was not in attendance.

**6. Chairman's comments**

Mr. Frankovich welcomed all in attendance including the members of the City Council, Friends of the Library and the public. Regarding the Library Needs Assessment, he can see both sides due to his experiences in City Government. He is doubtful that the City will commit to the full funding but realizes that the Library is in need for improvements. He asked to hear from each of the parties present to hear what they feel is needed in order to prepare a plan to sell to the city. "We need a unified plan to move forward."

**7. Introductions of new members**

Introductions of new board members were made by Mr. Frankovich and asked the new members to speak. Lillian Murphy is a 5-year resident of League City and is a graduate of the League City Citizen University. She is hoping to satisfy everyone's needs while

serving on the Library Board. Jeanne Avandsalehi has been a previous Board member and is delighted to be working with the Board again. She and her husband have been long time Galveston County residents. She shared a story that she worked with Susan Mathews in Frankfurt, Germany prior to both ladies relocating to League City.

## **8. Board Officer Elections**

Kathie Nenninger nominated Tommy Frankovich for Chairman. Mark Lardas seconded the motion. The vote was taken; Mr. Frankovich was re-elected as Chairman.

Jeanne Avandsalehi nominated Kathie Nenninger for Vice-Chairman. Mark Lardas seconded the motion. The vote was taken; Ms. Nenninger was re-elected as Vice-Chairman.

Kathie Nenninger nominated Jeanne Avandsalehi for Secretary. Tommy Frankovich seconded the motion. The vote was taken; Ms. Avandsalehi was elected as Secretary.

Jeanne Avandsalehi nominated Lillian Murphy for County Representative. Mark Lardas seconded the motion. The vote was taken; Ms. Murphy was elected County Representative.

## **9. Library Updates**

Teresa Potter-Reyes updated the Board on the water leak that occurred the evening of December 18<sup>th</sup>. For approximately 6 hours, 650 gallons of water leaked into the Library. The city took immediate action with demolition beginning that day. Walls, carpet and ceiling tiles were replaced and some opportunities to make some slight improvements were made. Still pending are the Administration offices, the Board Room, Fiction area and the elevator. The entire process has been a great opportunity to work with city departments which resulted in great teamwork and flexibility by several areas. The staff used the “event” to gain improvements, growth and creative ways to continue to serve the patrons.

Jeanne Avandsalehi asked about damaged materials. Teresa shared that thankfully no materials or equipment were damaged.

Councilman Larry Millican asked about the status of the new shelving. Teresa shared that the opportunity allowed the library to get more flexible, more accessible shelving that was needed.

Kathleen Nenninger asked about the staircase. Teresa shared that this was an area where we took the opportunity to improve the look of the library to making the second floor more accessible.

Councilman Hank Dugie commented how positive the event was communicated. Communication to the citizens was extremely helpful and honest. He applauded the

efforts of the Library staff and the “Live at the Library” updates. He mentioned that the city worked well together in getting results in a timely manner. “Great work” by all. Mr. Dugie questioned the financial and insurance aspect and Mr. Chien Wei deferred the question to Mr. Ryan Smith, Director of Facilities & Information Technology.

Friends of the Library member Agnes Bourgeois mentioned that the Circulation staff remained extremely thoughtful, helpful and caring during the changes. She commented that the training that occurs with the staff was very positive.

Chien Wei acknowledged the Library Staff and the Staff of the Facilities department for their speed in making decisions and making demolition and renovations happen yet always putting the citizens needs first. Teresa mentioned that the mobile circulation programs helped with the transitions.

Mr. Frankovich, Mr. Lardas and Ms. Nenninger commented how proud they were of the Library staff and their systems that continued to work and serve the patrons.

#### **10. Consider and take action on adoption of the Library Strategic Plan**

Jenny Brewer presented the strategic plan that was shared with the Board in past meetings. The process began over a year ago and will take the Library into the future. Kathie Nenninger proposed to accept the plan. She noted that she appreciated being part of the process which was a joint effort that was very conclusive. This plan is what was presented to the public at the Town Hall meeting. Jeanne Avandsalehi seconded the motion. Lillian Murphy commented that she had not read over the plan and did not feel comfortable voting. The vote was taken: 4 Board members in favor of accepting the plan as written; with 1 abstention. The plan was accepted.

#### **11. Consider and take action on adoption of the Library Needs Assessment**

After several comments about the Needs Assessment, the Board and guests were redirected to the motion on hand. A motion was made by Mark Lardas to accept the Needs Assessment as presented. Kathie Nenninger seconded the motion. A vote was held and the Assessment was accepted as presented.

#### **12. Consider and take action on adoption of Future Library Facilities Option 1,2,3, or 4 from the Library Needs Assessment**

(note: Conversation began at 7:00 pm)

The Needs Assessment was presented to the Board and to the City Council in the fall of 2019. It is a comprehensive look at the current and future need of the Library. It is clear that the city is in dire need of improvements and the Board needs to guide the citizens into understanding future growth. The Assessment is broad and overwhelming as presented.

Kathie Nenninger suggested looking at the Assessment overall, not one plan versus another; but instead pick and choose what works best for our community.

Mark Lardas confirmed with Chien that the cost numbers are based on 2019 numbers, there will be fluctuations based on time. He commented that we need to propose something to Council that they can work with.

Councilman Larry Millican commented that the Library Board matters. He is looking to the Board for direction and guidance. This is so large that he is confident that it will need voter approval, not just Council approval. As a group, the Board needs to sell to the citizens. It is going to take effort but cannot be ignored. The Library space and circulation needs to grow.

Councilman Chad Tressler felt that there is no chance of the current assessment getting approval. We need to relook at what the needs are – there might be a dire need versus a want, but this is not considered a city emergency. He suggested presenting the assessment in stages – voting on one step at a time – which would allow it to feel more manageable and acceptable to the conservative voters. The Councilman shared the results of the latest City Survey. 81% of the public are satisfied with the current Library services. The Library is not a high-ranking concern of the citizens, just 8% of the citizens who feel Parks and Recreation is a priority would consider the library a priority. Multiuse facilities could make a difference in the citizen acceptance.

Councilman Hank Dugie asked the Board and the Librarians what their dream was and then what could pass in order to go to vote over. He suggested tagging the verbiage of library onto a City Center, Senior Center, or Recreation center for a broader acceptance.

A lengthy discussion was then had with Chien Wei concerning the 16 acres on the far west side of League City Parkway verses the region park land of approximately 100 acres near the Highway.

Friends member Raynette Tingle asked what the Librarians wishes are. Jenny Brewer felt that Branches were the best allowing citizens to walk or ride bikes to several locations. Programs and book collections could be duplicated. Teresa Potter-Reyes felt that a centralized library was more feasible due to cost savings and services in the long run. It was mentioned that City Assistant Librarian, Darla Rance, who was not in attendance, felt that a West side branch is where she felt the citizens comments were leaning towards. Ms. Nenninger felt that all of the Librarians had valid concerns and they are the most knowledgeable. We need to be more honest with the public and not paint such a positive picture – show them what we need and what needs to occur to make that happen. She felt that the library and recreation center would be beneficial where classes can be held, and meeting rooms would be available. It is time for a new look for Libraries.

Jeanne Avandsalehi lives on the West side and feels that there are a lot of comments to give the West side citizens a multiuse facility.

Lillian Murphy felt that the cost implications of a branch library could be large.

Councilman Chad Tressler warned the Board about saying that a Central Library would not pass due to the massive cost, but the West side branch would pass due to its lower cost. He felt that there is a lot of benefits to both and voters could go either way. Cost versus timing – what do the people want must be determined.

Conversations continued stressing that a decision needed to be made now but not in haste. The future is difficult to see and predict. Election years may or may not be a wise time for such a vote.

Councilman Larry Millican summarized that 56% of the League City citizens do not use the library currently. There needs to be a balance of supporters with the costs. There is a shortage of Library services in League City but there is a need to get more citizens involved. What pulls in a larger group? Multiuse buildings.

Chien Wei suggested that the Board revisit the Assessment and look at the pros and cons of each option.

A donor or benefactor was discussed.

Board Chairman Mr. Frankovich and Vice chairman Kathie Nenninger suggested that the Board spend the next month finalizing an option.

Councilman Dugie concluded that it might be best to design your own option – pick and choose considering timeline, size, phased approach, branches, multi-use, name and labeling, etc.

Chairman Frankovich moved on with the meeting acknowledging that a decision would not be made this evening.

### **13. Board/Friends Board advocacy discussion**

Friends Board member Raynette Tingle asked what the Friends' role was in this needs assessment. The Board asked the Friends to work in conjunction with them to help with PR and marketing of the accepted plan. Kathleen Nenninger asked for the Friends to hold public meetings. It was discussed that with only 90 members, the Friends have a need for increased membership. Also discussed was the inclusion of CCISD staff and PTA groups.

### **14. Staff Reports**

#### **Assistant City Librarians' Library Staff Reports – Public Services**

##### Outreach Updates

- There were 7 outreach events with 121 people reached. Four senior centers were visited.
- The Volunteer coordinator had an interview with I45 Now to promote the library.

##### Adult Services Updates

- Adult Services staff did a great job looking through books, moving books and updating the collection throughout the leak "event."
- Our Holiday Open House was a big success, with an estimated 1047 attending.
- Our Town Hall had 39 attendees and 9 staff members speaking. There were 2 councilmen in attendance, along with the City Manager and Assistant City Manager, Chien Wei and the Mayor.
- Thanks to Chien Wei for helping us so much throughout our leak "event."

##### Children's Services Updates

- Children's Services helped immensely with finding books and retrieving holds during the leak "event."

##### Teen Services Updates

- Teen Services kept people informed throughout the leak "event" by hosting LibAnswers (chat) and updating the Teen Services blog.

#### Volunteer Services Updates

- Working on Helen Hall Library Volunteer Appreciation week in April.
- Volunteer Coordinator helped during our leak “event” by moving books and also providing much needed information to the public through his “Live & the Library” videos.

#### **Assistant City Librarians’ Library Staff Reports – Access Services**

##### Tech Services Updates

- Undisturbed during the “event”
- Technical Services Librarian Meredith Layton will return from maternity leave next week. She has been missed and we are excited to have her back.

##### Circulation

- New staff member has been hired
- Curbside service was open for 12 days during the 25 day “event”. We averaged 150 patrons per day, or 18 patrons per hour.
- Huge thank you for the Circulation staff for their hard work and dedication to finding books for patrons.

#### **Statistical Reports**

- Numbers are down due to the “event”
- Will be low for January before we hopefully recover in February
- Yearend numbers were strong in Volunteer services and Information

#### **Calendar of Events**

- Continue to modify due to the “event” and get back to a full schedule by the end of the month. Waiting for the Board Room to become open.
- Excited to see how the new Inclusive Library Programming develops

### **15. Board Comments**

Kathie Nenninger commended the library staff, facilities and Chien for the tremendous work completed due to the flood. Huge amount of progress and decisions made in a timely manner.

Mark Lardas seconded Ms. Nenninger’s comments adding that the curb side service and the Circulation staff still finding holds, getting book from other locations have been running smoothly.

Lillian Murphy is excited and happy to serve on the Board.

Jeanne Avandsalehi appreciates the City asking her to reconsider serving on the Board. It is an honor.

### **16. Review of follow-up items generated during meeting**

Continued discussion needs to occur on the Needs Assessment.

Jenny needs to share the survey results with the Board

Jenny needs to share the Strategic Plan and the needs assessment with Lillian and Jeanne.

### **17. Adjournment**

8:47 pm

