

MINUTES
Universal City Library Advisory Commission
Wednesday , November 9 , 2022
5:30 PM
100 Northview Drive
Universal City, Texas

1. CALL TO ORDER

The meeting was called to order at 5:33pm by Marilyn Weed.

2. QUORUM CHECK

Present: Marilyn Weed, Catherine Huston, Mary Quandt, Dawn Field, Gena Alvarez, Christina Blumenthal (Library Director) and Maribel Garcia (Deputy City Clerk)

3. MINUTES

After review, Mary Quandt moved to accept the minutes of the previous meeting as presented and Catherine Huston seconded the motion. It passed unanimously.

4. LIBRARY DIRECTOR'S REPORT

Specific happenings and accomplishments since the last meeting: a community survey was conducted to help adjust service hours and programming; a public announcement system was funded by Friends of the Library and successfully installed; printing, scanning, and faxing software successfully installed; the Library has gone cashless and accepts print/fax payment by credit or debit card; made more community connections through programming; the Library Programming Policy and Unattended Child Policy were passed by City Council; two new staff have been hired.

Current library projects: the Summer Reading Program; carrying out a five-year plan which includes new and updated policies as well as technology; library collection review for outdated information was conducted.

Upcoming events: the Library Annual Report for state accreditation through TSLAC was done, Librarians attended the Annual Texas Library Association conference in April, and budget preparation for FY 2024 is being conducted.

6. NEW BUSINESS:

a) Review and discussion of changes to Patron Code of Conduct policies.

After review and discussion, Dawn Field moved to approve the changes to the Patron Code of Conduct as written; Catherine Huston seconded the motion and it passed unanimously.

b) Review and discussion of changes to Circulation Policy - Combining Library Card Policy and Library Circulation Policy

After review and discussion, Catherine Huston moved to approve the changes to the Circulation Policy as written; Gena Alvarez seconded the motion and it passed unanimously.

7. COMMISSION MEMBER ITEMS

Catherine Huston began a discussion on fundraising options and rummage sales were discussed. Marilyn Weed commented that Friends of the Library managed funds well.

8. ADJOURNMENT

Meeting adjourned at 6:26pm.