

**MINUTES**  
**Universal City Library Advisory Commission**  
**Thursday, May 26, 2022**  
**5:30 PM**  
**100 Northview Drive**  
**Universal City, Texas**

1. CALL TO ORDER

Marilyn Weed called the meeting to order at 5:43pm.

2. QUORUM CHECK

LAC members Marilyn Weed, Patricia Candia, Catherine Huston, and Mary Quandt were present. Also in attendance were Christina Blumenthal, Library Director, and Jennifer Whitaker, Youth Librarian

3. MINUTES

Minutes from the January 19, 2022 meeting were presented and reviewed. Catherine Huston motioned to approve them and Patricia Candia seconded the motion. They were unanimously approved.

4. LIBRARY DIRECTOR'S REPORT

- Identification of priority areas to bring UCPL into line with Texas Public Library 21<sup>st</sup> Century Library Standards
- Policies: All meeting and study spaces, volunteers, collection development
- Emergency Management and Safety Protocols
- Lack of technology standards: no access to e-resources or public printing
- Lack of administrative processes & procedures for effective recruitment, retention, & training of staff & volunteers
- Current library projects: replacing server, new public computer management and printing software
- FY 23 Budget update
- SRP 2022 starting June 1, 2022

5. NEW BUSINESS:

a) Review of Meeting Room policies and proposed changes

- New: allowing light food and non-color drinks in covered containers
- New: take reservations quarterly instead of annually to allow more groups to access the room

Catherine Huston motioned to accept changes as proposed, Patricia Candia seconded. The motion was approved unanimously.

b) Introduction of new policy for the library Activity Room

Catherine Huston motioned to accept new policy as discussed, Patricia Candia seconded. The motion was approved unanimously.

c) Introduction of new policy for the library Study Rooms

Catherine Huston motioned to accept new policy as discussed, Patricia Candia seconded. The motion was approved unanimously.

6. COMMISSION MEMBER ITEMS

a) Termed out commission members

Patricia Candia

b) Commission members eligible to re-apply

Marilyn Weed and Kristina Hill

7. ADJOURNMENT 6:52pm