

**CITY OF SANTA FE
LIBRARY ADVISORY BOARD
REGULAR MEETING
JULY 2, 2024 10:30 A.M.
MAE S. BRUCE LIBRARY CONFERENCE ROOM
13302 6TH STREET, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 10:36 a.m. by Chairperson Barbara Winburn.

Roll Call: Present: Chairperson Barbara Winburn
Secretary Jennifer Meier
Board Member Stormy Stanford
Board Member Stephanie Carter
Board Member Sandra Bradley
Alternate Board Member #1 Debbie Tabor

Absent: None

II. Approve Minutes of the January 8, 2024, and April 8, 2024, Board Meetings

Motion by Board Member Stanford to approve the Minutes of the January 8, 2024, Library Advisory Board Meeting, seconded by Board Member Carter. The motion passed unanimously.

Motion by Board Member Stanford to approve the April 8, 2024, Library Advisory Board Meeting Minutes that were written by Board Member Carter with the stipulation of striking the amount of the \$1,000 donation from H.I.S. Ministries. The motion was seconded by Board Member Carter. The motion passed unanimously.

Library Director Becky McClain urged the striking of any donated amounts from the Minutes of the April 8, 2024, Meeting that were written by City of Santa Fe Communications Specialist Laurie Tollett, explaining that a condition of the donations from the donors was anonymity.

Motion by Board Member Stanford to approve the April 8, 2024, Library Advisory Board Meeting Minutes that were written by Ms. Tollett, with the stipulation that the amount of the \$25,563 donation received by the Lutheran Church be stricken, as well as the \$1,000 donation from H.I.S. Ministries. Board Member Stanford also advised that her name was misspelled and would like it corrected from 'Sanford' to 'Stanford'. The motion to approve these Minutes with the above-mentioned stipulations was seconded by Secretary Meier. The motion passed unanimously.

III. Library Director's Report

Library Director Becky McClain handed out the Year-to-Date Library Report for Fiscal Year 2023 – 2024, and gave an overview of the statistics for June, 2024:

- 1,976 – total circulation
- 94 – new members
- 183 – total active accounts
- 213 hours – total volunteer hours, not including those from Friends of the Library
- 2,407 – door count

- \$36,791.94 – the amount that members saved by checking out books and other materials as opposed to buying them, including an increase in eBooks
- 1,593 – total patrons in library programs
- 699 – website visits

Ms. McClain spoke about upcoming programs, events, and proposed projects:

- National Aeronautics and Space Administration (NASA) visit in July
- Containers for organizing
- Rearrange the Children's Section
- Price shelving with rollers for the Children's Section
- Library building expansion and possible second location
- Apply for grants from The Moody Foundation, which starts in September
- Bring the library into the most current American Disabilities Act (ADA) compliance
- Staff will start vacations at the end of July
- Alice in Wonderland in the front room for camp
- Moody Gardens
- Friends of the Library Fun Run on September 21, 2021
- Friends of the Library donated 67 boxes of books to Rotary International for Books Around the World

IV. New Business and Possible Action

A. Reappointment of Advisory Board Members

Library Director Becky McClain explained that there is no clear date for the term expirations of the Library Advisory Board members, so it was recommended that the applications of all of the board members be considered for possible reappointment for staggered terms by the City Council at an upcoming City Council meeting.

Motion by Secretary Meier to approve submitting all applications for consideration by the City Council at an upcoming City Council meeting, seconded by Board Member Bradley. The motion passed unanimously.

V. Announcements; Request for Future Agenda Items; Schedule Future Meetings


The following were recommended for agenda items for the next meeting: the approval of the Library Advisory Board bylaws, election of officers.

The Board scheduled the next Regular Meeting to be held on Monday, October 7, 2024, at 10:30 a.m. at the Mae S. Bruce Library Conference Room.

The meeting adjourned at 11:15 a.m.

ATTEST:

Laurie Tollett, Communications Specialist


Barbara Winburn, Chairperson