

**Moore Memorial Public Library Board of Trustees**  
**Minutes**

Monday, Dec. 11, 2017

Present: Bridget Buffa, Clara Irby, Bill Johnson, Bette Rac, Karen Ivory, JoAnn Hackbarth, Elizabeth Blackburn, Sara Moreno, Shirley Mapps, and Beth Ryker Steiner

Absent: No one

The meeting was called to order at 4:01 p.m. Minutes from the Oct. 23, 2017 meeting of the Library Board were approved as written.

Library Director Beth Ryker Steiner reported:

1. Library Programs for adults in the winter quarter will include a special program on Cyber Security at the personal level, and a local Texas history program presented by Melodie Hauch.
2. This year, the Library will run a different type of reading program from the normal annual Love-My Library program. This year's program, called Read to Feed, will involve patrons logging time spent reading or being read to. For each hour logged during the period of Jan. 1<sup>st</sup> through Feb. 14<sup>th</sup>, an anonymous donor will donate \$1 to the Galveston County Food Bank. The patron must have a Moore Memorial Public Library card, but can read or listen to any material, not just library materials. A visual representation of reading hours will be put up in the usual Sir Read-a-lot spot.
3. There are two staff vacancies at this time: the Young Adult/Public Services Librarian and a part-time shelver position. The City of Texas City remains in a hiring freeze, but the library has been granted permission to fill the shelver position, and an announcement has been published. It is anticipated that the Young Adult/Public Services position may be able to be filled in May or June of 2018.

Old business:

1. Beth reported that the FY 2018 city budget for the Library is right on track. Most capital projects, even if approved as part of the budget, are still being held until 2018. However, implementation of the Virtual Desktop Initiative, for which the Library is serving as the Pilot Department for the City, has begun and is expected to be in place at the library before Christmas.
2. FY 2018 city funds have also purchased three new electronic subscriptions. These resources are Encyclopaedia Britannica (for all ages), Tumblebooks for young readers and preschoolers, and Kanopy (a new streaming video

subscription focusing on independent, instructional, documentary and short films. Access to these resources remotely will require an active Moore Memorial Public Library card.

3. The FY 2018 County budget is also right on track. Most county dollars are spent on library materials at MMPL and currently those dollars are covering ebook costs for Overdrive.

New business:

1. Elections of Board Officers was held. Bill Johnson was elected Chairman and Bridget Buffa was elected Vice Chairman unanimously.
2. Beth introduced the FY 2019-2021 Strategic Plan packet, briefly explained the various documents that make up the package, and reminded the Board that public library accreditation in Texas requires that every public library have a current Strategic Plan in place. Moore Memorial's current strategic plan will expire on Sept. 30, 2018, so a new Strategic Plan must be approved by the Texas City Board of Commissioners before October 1, 2018. The draft document up for discussion/vote at the February 2018 Library Board meeting is the product of about nine months of research, comments, input, meetings from staff, the public, professional organizations and other City departments. Beth urged Board members to contact her if they had any questions.

Comments and questions:

1. Bill reminded Board members about the Annual Meeting of the Friends of the Library, which will be held on January 8, 2018 at 6:30 pm. Beth will give a State of the Library address, and Mayor Matt Doyle will give a State of Texas City address, after the Friends hold their annual membership/business meeting.
2. Beth announced she would be retiring as of January 31, 2018. Luke Alvey Henderson, currently the Assistant Director, will become Acting Director of the Library for several months, until City Officials make a permanent decision on the position.

The meeting was adjourned about 4:35 pm. The next scheduled Board meeting will be held on Feb. 26, 2018.