

Cuero Municipal Library Board Meeting Minutes

Date	March 3, 2022
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Cuero Municipal Library Board Members	Term	Attendance
Maggie Cromeens	22-24	Absent
Christi Fuchs	20-22	Present
Monica Fuqua	22-24	Present
Candy Glidden	21-23	Present
Cindy Holcomb	21-23	Present
Larry Nuckels	20-22	Present
Ann Pennel	22-24	Present

Meeting called to order: 4:25 p.m.

Adoption of Minutes: No corrections were made and minutes were approved as read.

Review of monthly statistics: Board members reviewed and no discussion was held.

Librarian Reports:

A. National Library Week Event (April Speaker)-

Board members discussed involvement with the Tuesday, April 5th (6:30 p.m.) speaker. Cindy and Katelynn will collaborate on securing board member badges to be worn during library events. Basic responsibilities at this event will be meet and greet.

B. Summer Presenters Schedule This topic was not discussed.

C. Contact vendors for coupons This topic was not discussed.

Other:

Connie Hawes, Finance Director for the city of Cuero, met with the CLB to provide updates regarding recent staff changes and other library board concerns.

- Staff changes:* Katelynn Meitzen will assume duties as librarian for the Cuero Public library. Her contact information is (361)660-6460 and kmeitzen@cityofcuero.com. At the current time she will be splitting time between the police department and library as staffing needs are worked out. Other staff issues are being addressed.
- Safety concerns:* As a response to recent safety concerns at the library, there has been a temporary change to library hours with closing time occurring at 5:00 p.m. In addition, cameras are being added and the key system will be modified.

3. *City Department Head Meetings:* These meetings can be utilized by the librarian to communicate concerns, needs, etc... Katelynn as librarian can communicate board requests and ideas.
4. *Library Board concerns:* Library board meeting minutes should be submitted to the city council monthly. If there are no issues to discuss, then they will be added to the consent agenda. If the board has a need for discussion, then the concern can be added as an agenda item. In any situation, always discuss with the city manager, Raymie Zella, first as he may be able to resolve it without involving the city council.
5. *Expected reports:* The library board should expect a budget report provided by the librarian. The board may request other reports. *Connie noted that the library often has money left in its budget at the end of the year and that further funding is often available as well.*

Katelynn Meitzen stated she would welcome further board involvement with events such as the National Library Week/ April speaker. She also stated she would welcome feedback, both positive and constructive, as she moves into her role as city librarian.

Annual Report: Larry Nuckels provided an update verifying that the accreditation in state library system application required each year has been submitted to the Texas State Library and Archives Commission. A copy of the report was provided to board members.

Friends of the Library: Larry Nuckels has collected and emailed detailed information regarding Yoakum's Friends of Library in the event we have interest and need to establish such a group for the Cuero Public Library.

Toddler Story Time: Cindy Holcomb will contact Maggie Cromeens regarding the running of the Monday, March 7th TST event.

Meeting adjournment: The meeting was adjourned at 5:15 p.m.