

Mae S. Bruce Library Advisory Board Meeting

July 10, 2023 1:30 p.m.

Mae S. Bruce Library

13302 – 6th Street

Santa Fe, Texas

Roll Call – Present: Becky McClain: Director of Library Services
Barbara Winburn: Chair
Stormy Stanford: Vice-Chair
Jennifer Meier- Secretary
Stephanie Carter – Board Member
Sandra Bradley – Board Member

Minutes

- I. Call to Order:** The meeting was called to order at 1:33 p.m. by Barbara Winburn

- II. Approve Minutes of January 3, 2023 Meeting:** Approval of the January 3, 2023 minutes was postponed to the October 3 meeting due to technical difficulties of the secretary, Jennifer Meier.

- III. Library Director's Report:** Director of Library Services, Becky McClain, submitted and discussed her monthly report which was distributed to the board members. Some of the highlights included a Door Count of 2,530, a Total Circulation number of 1,858 patrons, and 208.5 Volunteer Hours during the month of June. Use of the library saved members \$42,462.44. Adult Programs, which included Medicaid Seminars and a Book Club, resulted in 270 participating adults. Summer Programs in total had 1900 participants of all ages in June.

It was noted that Becky McClain, Director of Library Services, was voted #1 by the Rotary Club and was presented the Paul Harris Fellow Award for her service.

Becky mentioned two upcoming events: Back to School to be held July 29 in the Santa Fe High School Cafeteria from 9:30-12 and Welcome Back to be held August 10.

Becky informed the Board that Hitchcock ISD Pre-school will begin serving Santa Fe 3-4 year olds because Santa Fe is a Title I school. Becky discussed partnering with the Hitchcock Public Library as an outreach to make parents aware of the services offered by the public libraries.

IV. Old Business and Possible Action:

A. Advisory Board Alternate Member Vacancy: Board members discussed making others aware of the position. Barbara noted the application is available on the Santa Fe and Mae S. Bruce websites.

V. New Business and Possible Action:

B. Approve Library Policies and Procedures

Chair, Barbara Winburn, emailed copies of the Library Policies and Procedures Manual to the board members prior to the meeting to allow time to review and be prepared to discuss. Some policies had not been updated and needed brought to current. Becky provided a PowerPoint of the Policies and Procedures Manual for the Library Advisory Board to view as changes were made. Stephanie made a motion to approve the Policies and Procedures Manual as corrected. Stormy seconded the motion and the board accepted the manual with all ayes.

VI. Announcements; Request for Future Agenda Items; Schedule Future Meetings: The next meeting was scheduled for October 3, 2023 at 1:30 p.m

VII. Adjournment: Barbara adjourned the meeting at 3.23 p.m.

Minutes respectfully submitted
Jennifer Meier
Secretary, Library Advisory Board

Barbara Winburn
Chair