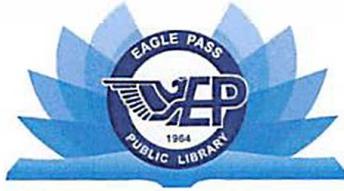




**Eagle Pass Library
Board Special
Meeting September
21, 2022**



A G E N D A

**EAGLE PASS PUBLIC LIBRARY BOARD SPECIAL MEETING
WEDNESDAY, September 21, 2022 AT 5:30 PM
MAYOR RAMSEY ENGLISH CANTU CONFERENCE ROOM
EAGLE PASS PUBLIC LIBRARY
589 MAIN STREET, EAGLE PASS,
MAVERICK COUNTY, TEXAS 78852**

ESTABLISHMENT OF QUORUM

CITIZENS COMMUNICATIONS AND RECOGNITIONS

1. Oath of Office to members.
2. Selection of Chairperson.
3. Selection of Vice-Chairperson.

MINUTES

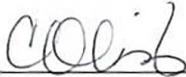
4. Approval of the minutes for April 10, 2019.

ADJOURNMENT

The Board reserves the right to consider business out of the posted order and the right to adjourn into Executive Session to discuss items which are not listed as Executive Session items, but which qualify to be discussed in closed session as permitted by the Texas Open Meetings Act, under Chapter 551 of the Texas Government Code.

CERTIFICATION

I, the undersigned Library Director, do hereby certify that the above-referenced agenda was posted on the Bulletin Board located in the Lobby at Eagle Pass City Hall, 100 South Monroe Street, Eagle Pass, Texas on Friday, September, 16 2022 at 4:00 PM.



Cristina Olivas, Library Director

Item

#4

THE STATE OF TEXAS)
COUNTY OF MAVERICK)
CITY OF EAGLE PASS)

The Eagle Pass Library Board of the City of Eagle Pass held their regular meeting on Wednesday, April 10, 2019 at 6:30 p.m. in the Mayor Ramsey English Cantu Conference Room at Eagle Pass Public Library, 589 Main Street, Eagle Pass, Texas. All legal notices were duly posted in accordance with the law.

ESTABLISHMENT OF QUORUM

Present: Chairperson Alicia Charles; Vice-Chairperson Dora Cumpian; Board Members, Dionni Olivares-Wueste, Mirna Almaguer, and Irma Gonzalez.

Absent: None

Staff present: Library Director, Anna Saucedo; Library Operation Manager, Cesar Villa; Library Program Coordinator, Ruben Montemayor, Branches Program Coordinator, Maria Isis Cardenas; City Secretary, Imelda B. Rodriguez.

Others present: Doris Cerna Miller and Silvia Montemayor.

With a quorum being present, Chairperson Charles called the meeting to order and the considered the items as follows.

CITIZENS COMMUNICATIONS AND RECOGNITION

Chairperson Charles asked whether anyone in the audience wished to address the Board on any item which did not appear on the agenda, reminding them at the same time, that although the Board would be unable to take formal action on such items, they would be glad to take it under advisement. No response responded.

MINUTES

1. Approval of the minutes for February 13, 2019.

In response to a question posed by Library Director, Anna Saucedo regarding minutes. City Secretary, Imelda B. Rodriguez stated for the record that the minutes only the Board Members can make changes.

Chairperson Charles asked the Board if they had time to look through the minutes, which they responded yes.

Board Member Olivares-Wueste moved to approve the minutes of February 13, 2019. Seconded by Board Member Gonzalez. **MOTION PASSED** - Unanimously

AYES: Charles, Cumpian, Olivares-Wueste, Almaguer, and Gonzalez
NAYS: None
ABSTAINED: None
ABSENT: Miller and Montemayor

OLD BUSINESS

2. Discussion and possible action on the Eagle Pass Public Library Branches - Programs.

Library Director Saucedo briefed the Board on the continued process with converting from centers to library branches. Mrs. Saucedo then stated her concerns and discussed with Mrs. Isis Cardenas, regarding the Food Program taking away time from the library program itself and consider reducing.

Board Member Almaguer disagreed with reducing the Food Program and voiced her opinion on bringing in more patrons to the branches by renaming program or by trying to get patrons in the library branches.

In response to a question posed by Board Member Gonzalez regarding feeding also children, Library Director Saucedo responded it's only a senior program.

A minor discussion arose among the Board regarding a recommendation to possibly have a sack for take-away lunch to downsize on timing. Mrs. Cardenas stated right now the lunch time is minimal and really doesn't take that much time. She reiterated that the meals do not take up much time, and the Nutrition Center provider of meals does not permit that any meals be taken home, due to any possible food poison or food spoiling and then blame the Nutrition Center or library branches, so the sack is not possible.

Mrs. Cardenas informed the Board how they continue the senior Meal Program in the summer and the children in the afternoon. Mrs. Almaguer asked if the children could also go in the morning, Mrs. Cardenas responded yes. Mrs. Almaguer clarified that if the children could be there for the summer in the mornings and advertise to all that they will be open for them to go and visit these library branches and not just utilize the main library. Mrs. Cardenas informed the Board that when they were remodeling the centers the adults and children were divided, into different sides, and sometimes even do activities together "yes it could be done in the summer."

Chairperson Charles stated that there is no complete recommendation, but there is a need to observe and one thing that needs to be done with every program to survey the parents of the children attending in the summer and view their recommendations and of the students though small, but they say their truths, and this needs to be worked on and give the recommendations to the branches.

In response to a question posed by Vice-Chairperson Cumpian regarding number of patrons receiving meals, Mrs. Cardenas responded 30 per library branch being the limit that the city pays the County. Mrs. Cardenas then stated she has been requesting that the Roy P. Benavides Center also be open.

Vice-Chairperson Cumpian then stated that Mrs. Saucedo concerns were that time consuming was the pick-up and delivery of meals and if there was any form the meals could be taken to the library branches. Mrs. Cardenas stated that she spoke to the person in charge at the Nutrition Center and they stated that they are short staffed with their budget, due to already having their routes established and it was not feasible. Board Member Olivares-Wueste then suggested to involve teenagers as volunteers from High Schools for community service hours that are needed for National Honor Society (NHS). Mrs. Saucedo expressed her concerns with students with volunteers' hours, since they need personal that will commit to the hours required

and with volunteers it is very difficult, she did express they take them as they come, Library Programs Coordinator, Ruben Montemayor concurred.

Board Member Almaguer suggested to obtain a part-time person to do the pick-up and delivery of the meals for the program. Mrs. Cardenas stated that the person need would be from 11:30 a.m. to 1:00 p.m.

Library Director Saucedo stated that she brought this concern to the Board so that they could view the big picture, maybe require a part-time person and the cost of this program for the city is \$6000.00 or more to provide this service plus the manpower and this is a concern, but open to what the public wants.

Chairperson Charles stated that this needs more time and let surveys speak out and bring it back after the months of the summer, evaluate these and then make recommendations between now and September.

In response to a question posed by Board Member Almaguer regarding library branches being open to everyone in the summer, Mrs. Saucedo responded "yes to everyone."

A minor discussion rose among the Board regarding seeking volunteers from other than NHS such as Jr. college or ministries that are also eager to assist also with the picking-up and delivering of meals. In the discussion it was also agreed there would be liabilities to the City involved where there is a vehicle for this program and manpower is needed.

Board Member Almaguer asked Mrs. Saucedo why doesn't a city employee that has a city vehicle go pick-up the meals. Mrs. Saucedo stated that would need to be requested, then Mrs. Almaguer stated why isn't one requested and this would alleviate everything and there wouldn't be any liabilities involved and everyone would be serviced. Library Director Saucedo would suggest a part-time employee for the Meal Program.

Vice-Chairperson Cumpian asked if all three centers could be open instead of just the two. Mrs. Cardenas responded that it has been like this since I started, I requested it be open since I began, since there are many people in that area (Roy P. Benavides). But something happened with the Finance Department and the plan fell through, this was when the center was under the PARD.

Library Director Saucedo stated the key is more manpower, and a risk for seniors is there's is no qualified personnel for patrons with disabilities since the staff is not qualified and feels it is a concern as a liability issue.

Board Member Almaguer stated that with the senior program it is not an issue and stated her reasons stating the City shouldn't have any concerns with because people are visiting a public place for a service and health issues can happen anywhere.

Library Director Saucedo asked Mrs. Cardenas if it was possible to open the third center with the current personnel she has, and she responded yes for now and ask for more personnel for next fiscal year.

By consensus of the Board, it was agreed that the Library Director Saucedo approach the City Manager for his recommendations and possibilities in obtaining a part-time employee for the Meal Program. And before

opening a third center the others need to be fine-tuned and once these are in tune now you can open more. Chairperson Charles then stated no action will be taken on this item.

Library Director Saucedo requested to discuss the library branches in other areas such as the lack of book in branches. A suggestion was made to seek the Library Foundation to request funds, of which two members was present, Mrs. Doris C. Miller and Silvia Montemayor.

Mrs. Doris C. Miller informed the Board that they will be having a book drive starting the 15th of April until May, having boxes at all local banks in the city and they will be sorting, picking up books and delivering to the branches. Mrs. Miller stated that they will also be asking for monetary donations and try get what is needed.

Chairperson Charles asked if they have any funds, they responded that, that is a question for the foundation, but they don't ask for anyone's budget.

By consensus of the Board, it was agreed to gather the needs of the library and then approach the foundation. Mrs. Miller stated that they wanted to be present at this meeting to see what the needs of the library and branches are.

Library Director Saucedo informed the Board that in this year's budget they have spent \$30,000.00 in books and 1/3 was for the branches. She further stated that on a weekly basis they receive donations, but it is still not enough for what is needed.

Board Member Olivares-Wueste informed the Board that concluding National Library Week a survey involving the students will be conducted, promoting to bring in books for a raffle.

Vice-Chairperson Cumpian asked about students participating in contests, and what happens to project material afterwards. Mr. Montemayor informed Vice-Chairperson Cumpian that some projects didn't even have names and were never pickup, so they are no longer available. It was agreed for future contest to set a time frame to pick up afterwards and have contact information.

City Secretary Rodriguez asked if no action on this item, to which Chairperson Charles responded the recommendations previously made to work the City Manager on priorities and ask support from library foundation and not close any program.

Library Director Saucedo asked the Board if they had any items for the next meeting and stated that she is being asked to submit a 5-Year Capital Improvement Plan. Board Member Almaguer suggests adding the items that need to be discussed with City Manager.

Board Member Almaguer expressed her concerns regarding books not having similarity/equality in all the branches.

ADJOURNMENT

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Board Member Olivares- Wueste moved to adjourn at 7:25 p.m. Seconded by Vice-Chairperson Cumpian. **MOTION PASSED** - Unanimously

Alicia Charles
Chairperson

ATTEST:

Imelda B. Rodriguez
City Secretary