

AUSTIN PUBLIC LIBRARY BOARD MEETING

November 18, 2025; 4:30 pm

Chair Stephanie Postma called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Tuesday, November 18, 2025, at the Austin Public Library.

PRESENT: Gema Alvarado-Guerrero, Kristi Beckman, Sue Grove, Ted Hinchcliffe, Jeff King, Stephanie Postma, Nitaya Jandragholica, Tim Rietz

ALSO PRESENT: Julie Clinefelter, Sara Steinhoff

ABSENT WITH NOTICE: Valerie Sheedy

AGENDA: Sue Grove moved to approve the agenda; Ted Hinchcliffe seconded. Motion carried.

MINUTES:

A motion was made by Ted Hinchcliffe, seconded by Kristi Beckman, to approve the October 14, 2025, meeting minutes as presented. Carried.

EXPENSES AND FINANCE REPORTS:

A motion was made by Ted Hinchcliffe to approve expenditures and accept the finance reports for October 2025. Nitaya Jandragholica seconded the motion; motion carried by unanimous roll-call vote.

GIFTS REPORT:

Sue Grove moved to accept the gifts listed in the October 2025 Gifts Report; Nitaya Jandragholica seconded. Motion carried.

LIAISON REPORTS: None.

SELCO REPORT: None.

OPERATIONAL REPORT:

Julie Clinefelter provided a written report prior to the board meeting, and reviewed the following items:

Staffing and Staff Development

Julie advised her individual professional development with a consultant has gone well, and she will now go from monthly to quarterly meetings to continue that work in 2026. She also noted she is exploring possibilities for utilizing this consultant to assist other library staff with leadership development and will provide information to the board when she obtains it.

Director Clinefelter reported she will begin the process of annual performance evaluations for each library staff member, beginning the first week of December and continuing into January.

Digital Collection

Julie advised the library will reintroduce the streaming service Hoopla in December, providing a new catalog of music, movies, television series, audiobooks, magazines, graphic novels and more. She noted the library had offered Hoopla in the past, but discontinued it in 2018 due to ballooning costs for the service. She reported the vendor, Midwest Tapes, had revamped the service since that time and added a new menu of cost controls to assure it can be maintained within budgetary constraints.

2025 Strategic Priorities and Implementation Plans

Clinefelter provided an overview of the tracker spreadsheet being used by library staff to indicate the progress of their work on the I-Plans, showing percentage complete, attached documents and timeline for completion. She advised the staff will soon enter a phase of transition to conclude work on 2025 plans and continue building on those items by drafting their 2026 plans, to keep moving forward on the library's Strategic Plan.

Carnegie Gift

Julie stated the library will be a recipient of a \$10,000 gift in 2026, from the Carnegie Foundation, which is providing those gifts to all legacy Carnegie libraries in the US.

CORE Forum 2025

Julie shared a few brief thoughts on the ALA Core Forum, which she attended in November, along with staff member Sara Steinhoff. She advised she will provide a full report at the December meeting.

Patron Concerns

Director Clinefelter notified the board there had been a couple of incidents in the past weeks with library patrons, stating one patron had been banned for 30 days due to violation of library policies and, in another instance, the library had consulted its pest control provider to take precautionary actions in response to having a patron's items returned with live insects present. She advised there have been no subsequent incidents in either case and that all library items are inspected upon return to prevent further spread of any pests.

OTHER BUSINESS:

Stephanie Postma, chair of the personnel committee, advised she would email committee members to set a meeting date for the purpose of conducting the annual review of the library director, and also requested Director Clinefelter provide a written self-evaluation in advance of that meeting. She noted the committee would present the committee's results at the December board meeting in closed session.

CITIZEN'S COMMENTS: None.

BOARD COMMENTS: None.

ADJOURNMENT: Kristi Beckman moved to adjourn at 5:35 p.m.; Ted Hinchcliffe seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Secretary

NEXT BOARD MEETING – Monday, December 8, 2025, 4:30 p.m.