

Liberty Municipal Library Board Minutes January 29, 2026

The January 29, 2026, meeting of the Liberty Municipal Library Board was called to order at 5:05 p.m. in the library conference room by Library Board President Margaret Gardzina

Members present: Lindsay Lawrence, Margaret Gardzina, Sharon Brown, Sandy Pickett, and Katriesa Secada. Members absent: Bill Buchanan, Brittany Hudnall, Gloria Stratton, and Erin Dorsett.

The minutes of the October 16, 2025, meeting were reviewed. Sandy Pickett made the motion to approve the minutes with a minor correction, and Katriesa Secada seconded. The motion passed 5-0.

There were no public comments.

The treasurer's report was given by the Library Director, Amber Ursprung, highlighting the financial report for the Trust account. Sandy made the motion to approve the report, and Sharon Brown seconded. The motion passed 5-0.

In the Director's Report, Amber Ursprung highlighted library activities including summer reading events such as the Fall Bash, Pumpkin Decorating Contest, Teen Pumpkin Bash, Monopoly day and Ninja Day scavenger hunts, Christmas Tree Contest, Christmas party, Rotary Club grant for Senior Room creation, camera installation, spicket installation, and the beginnings of the Garden Club's landscaping project for the property.

There was no old business.

The first item under New Business, was to discuss other fine forgiveness programs to offer the community. The library currently with council approval offers a Fine Forgiveness program in April during National Library Week. Another possible program date offered was September to coincide with Library Card Sign-up month following the summer reading program. Margaret Gardzina made a motion to approve two fine forgiveness programs for the library the first during April and the second during September. Lindsay Lawrence seconded, and the motion was passed 5-0.

The second item under discussion was an adjustment to the one week checkout limit for study guides previously approved in the January 25, 2024 minutes. Margaret made a motion to adjust the one week limit to a three week check out limit with no renewals and to monitor and bring back for review as needed. Katriesa Secada seconded, and the motion passed 5-0.

The third item was to discuss and consider a Video Surveillance Camera Policy. ALA does not require libraries to have a policy upon the installation of cameras but it is highly encouraged. Sandy Pickett made a motion to approve the Video Surveillance Camera Policy with the caveat

that the city's attorney review and make any necessary changes. Lindsay Lawrence seconded, and the motion passed 5-0.

The fourth item was to discuss and consider a Senior Room Policy. The creation of a Senior Room is in part thanks to the Liberty Rotary Club's application for a grant on behalf of the library for the purposes of the creation of a Senior Room to be located in an unused room on the second floor of the foyer. Sandy Pickett made a motion to approve the Video Surveillance Camera Policy with the caveat that the city's attorney review and make any necessary changes. Sharon Brown seconded, and the motion passed 5-0.

The last item was to discuss and consider a Study Room Policy. The creation of a Study Room is in part thanks to the Institute of Museum and Library Services (IMLS) and the Texas State Library and Archives Commission (TSLAC) who awarded the library a grant for the creation of study spaces and upgrading technology. Margaret Gardzina made a motion to approve the policy with the addition of reservation requirements and pending review by the city's attorney. Sandy Pickett seconded, and the motion passed 5-0.

With no further business, the meeting adjourned at approximately 6:10 p.m.