



## **Annual Internal Review**

**This report covers the time period of 7/1/2019 to 6/30/2020**

### **Library Commission**

**Mission Statement: The Library Commission shall make recommendations to the city council on matters relating to the establishment, maintenance, and operation of the public libraries. City Code Section 2-1-150**

**1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

1. Commissioners served as liaisons to branches within their respective council districts. As part of their liaison role, Commissioners visited assigned libraries and attended library events.

2. Commissioners informed their respective City Council members about major issues facing the Library.

3. Commissioners were briefed about the Library operations so as to be able to answer questions from the City Council members and their constituents.

- 2019 Summer Reading Wrap-Up
- Youth Engagement and Youth Policies
- Library Wraparound Services
- Collection Development
- Recycled Reads Bookstore Marketing Plan.
- Revenue Generation
- Library Alignment with Austin Strategic Direction 2023 – Economic Opportunity and Affordability.
- Reopening Phase 3 – Curbside Service

4. Commissioners received input from the community during public comment portions of its monthly meetings.
  5. The Library Commission strengthened relationships with the Austin History Center Association (AHCA) and the Austin Public Library Foundation (APLF), including appointing a Commissioner liaison to both entities, inviting members of the entities to attend Commission meetings, and hosting a reception for members of both groups.
  6. Commissioners met monthly at branches through February 2020 to learn more about the branches and visit with staff. Commissioners met remotely in April and June 2020.
  7. Commission Chair and Vice Chair responded to questions from the community and from local media.
  8. Commissioners reviewed and passed budget recommendations in support of the proposed APL FY20 and FY21 budgets. Library Commission Recommendation 20190722-4a1: Support for Austin Public Library FY20 Budget and Library Commission Recommendation 20200427-3b: Support for Austin Public Library FY21 Budget.
  9. Commissioners received a report from the Recycled Reads Working Group and passed a recommendation in support of a collaboration between Recycled Reads and Austin Resource Recovery that would reduce overlap of functions and share space. Library Commission Recommendation 20190826-5a: The Future of Recycled Reads.
  10. A workgroup was created to review the Library's civic engagement activities, including the Library's participation in 2020 census efforts. A recommendation was passed in support of the Library's efforts to aid in promoting the 2020 Census. Library Commission Recommendation 20191118-5a: Support for Austin Public Library's Assistance with the Decennial Census.
  11. A workgroup was created to review Library fines and non-resident fees. A recommendation was passed in support of elimination of late fees on adult library materials. Recommendation 20200622-3a: Support for Equitable Access to Austin Public Library Resources.
- 2. Determine if the board's actions throughout the year comply with the mission statement.**
- As outlined in the previous question, all actions comply with the mission statement.

**3. List the board's goals and objectives for the new calendar year.**

1. Using the City Council districts, commissioners will continue to be assigned specific branches and serve as liaisons to those branches.
2. Commissioners will continue to inform their respective City Council member about major issues facing the Library.
3. Commissioners will be well informed about system wide Library operations; they will be prepared to answer questions about the Central Library, the Austin History Center, and the Austin Public Library Branches.