Agenda Item Report

Legislative Board:	City Council
Date:	November 5, 2025
Contact:	Melinda Hodges, Library Director
Agenda Item ID / Number:	2025-958- / H.4

ITEM TITLE: Adoption of a Resolution to amend the Buda Public Library policies adopted on February 21, 2023 (Library Director Melinda Hodges)

1. EXECUTIVE SUMMARY

This item seeks City Council's approval of updates to the Buda Public Library Policies. The policies have been reviewed by the Library Commission and recommended for approval at their August 14th, 2025 meeting. Our City Attorney suggested additional verbiage be added; this was presented to the Library Commission at their October 27th, 2025 meeting.

2. BACKGROUND/HISTORY

The policies of a public library should be reviewed regularly. Throughout 2024 and 2025, the Library Commission reviewed existing policies and discussed the need for any additional policies. Changes were researched and suggested by library staff, then discussed with the Library Commission, who provided input and feedback. Policy documents for a city department should be accepted by its ultimate governing authority; in this case, this would be the Buda City Council.

3. ANALYSIS

The suggested policies are in line with standard public library policies. There are no substantive changes made to the proposed policy document; many changes are clarifications or simplification of wordings and reflections of changes in current technologies or procedures.

Summary of proposed changes:

II.2. Added that residents of the City of Buda are eligible to receive a free account. This is in preparation for residents that live within the Buda City Limits but not Hays County.

Changed "teaching" to "employed" to reflect that all employees (not just teachers) of educational institutions in Hays County are eligible to receive a free account.

III.1. Clarified that materials refer to physical and digital holdings of the library.

III.3. Added programming as a core service of the library.

IV.2. Updated email address.

V.6. Simplification of language.

V.8. Added restriction that after an item has been reviewed for reconsideration, it is not eligible to be reviewed again for one year.

VI. Removed references to the Central Texas Library System, which is no longer active.

IX. Clarified that "children" is defined as minors under 18 years of age. Added language suggested

by the City Attorney affirming parents'/guardians' responsibilities regarding their child's use of the library.

X. Added language affirming that use of the library's public computers will comply with laws.

XI. Clarification of language.

XII. Added that people must use headphones when using electronic devices with audio.

XIII. Changed to reflect current operating procedures.

XV. Added reference to the library's social media accounts.

XIX. Clarified that adults must stay in the study room continuously with children under 14 years old.

4. FINANCIAL IMPACT
No financial impacts expected.

5. STRATEGIC PLAN/GOALS
EXCEPTIONAL CITY SERVICES

6. STRATEGIC PLAN OBJECTIVES
General government operations

7. PROS AND CONS
Pro: Library staff will be able to make specific decisions using the most up-to-date and relevant policies. They will be more in line with current library technologies and procedures than the old policy document. The updated policies will also let the public know what is expected of them and how the library will operate.

Con: None noted.

8. ALTERNATIVES
The City Council may choose to not accept the proposed changes. If selected, staff requests that the Council provide feedback regarding desired changes to the proposed policies.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION
Staff and the Library Commission recommend approval of the resolution.

Attachments:

Resolution - Amending Library Policies 2025-1105
2025-1105 Exhibit A - library policy review - tracked changes.pdf
2025 library policy review - proposed.pdf