

# Blanco County South Library District

*James A. and Evelyn Williams Memorial Library*

1118 Main Street

Blanco, Texas 78606

TELEPHONE (830) 833-4280

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## National Voter Registration Act (NVRA) Implementation Plan

Voter Registration Coordinator:

Crystal Spybuck

Phone: 830-833-4280

Email: [2020@blancolib.org](mailto:2020@blancolib.org)

The Blanco County South Library District (BCSLD) has been designated by the Secretary of State (SOS) to provide voter registration services.

Procedures:

- Forms and ordering procedures: The BCSLD distributes voter registration applications obtained from the Texas Secretary of State's office (SOS). When the supply of Voter Registration forms in English or Spanish is low the coordinator contacts the SOS at [elections@sos.texas.gov](mailto:elections@sos.texas.gov) or (512) 462-5587 to order more.
- Training: All staff members will be provided with training and materials annually using SOS training documents (<https://www.sos.texas.gov/elections/laws/texas-public-libraries.shtml>). Training is included in the onboarding process of new staff members.
- Distribution:
  - The BCSLD software reminds staff members via a pop-up to offer Voter Registration cards at the following times:
    - when applying for a library card (in-person or online)
    - when renewing a library card (in-person or on the phone)
  - Voter registration cards are also made available in the library year-round.
  - If an applicant submits the completed Voter Registration application form to a staff member, the coordinator shall deliver it to the local voter registrar it within 5 days of receiving it, or as otherwise required by Texas Election Code.
  - If patrons have questions about voter's registration information, staff members will provide contact information and state website information for mail, phone and email inquiries, including change of address questions.
    - Email: [elections@sos.texas.gov](mailto:elections@sos.texas.gov)
    - Toll free phone: 800-252-VOTE (8683)
    - Website: <https://www.votetexas.gov>

Date of Implementation:

- The BCSLD offered voter registration cards since 2008.
- The BCSLD was advised of voter registration responsibilities for public libraries on September 12, 2017 by Keith Ingram, Director of Elections, via a Mass Advisory Email. (see attachment below).
- The BCSLD updated their procedures for the distribution of registration forms September 28, 2017 and fully operational by December 2017.



Voter Registration  
Library Memo 2017.ç

Location of service:

1118 Main St  
Blanco, TX 78606

Contact information:

Phone: 830-833-4280

Email: [2020@blancolib.org](mailto:2020@blancolib.org)

Website: <https://blancolib.org>

Hours of operation:

Current open hours due to the Pandemic that services are available are:

Tuesday: 2pm – 6pm

Thursday: 10am – 2pm

Friday: 10am – 2pm

Service/Regular hours:

Monday – Friday: 10am – 6pm

Saturday: 10am – 4pm