

CITY OF HURST  
COUNTY OF TARRANT  
STATE OF TEXAS

On the 21<sup>st</sup> day of January 2020, at 5:30 p.m., the Library Board of the City of Hurst, Texas, convened in Regular Meeting at the Library, 901 Precinct Line Road, Hurst, Texas, with the following members present:

Betty Whiteside	)	Chair
Ruth Kennedy	)	Vice-Chair
Peggy Moore	)	Members
Linda Dibley		
Janie Melton-Judy		
Margaret Coleman		
Julie Granquist	)	Alternates
Ann Teeter		
Kyle Gordon	)	Executive Director of Community Services
Jesse Loucks	)	Library Director
Hannah Ditgen	)	Community Services Management Assistant
Teri Smith	)	Community Services Administrative Assistant
Vanessa Patchen	)	Assistant Library Director
Brandon Clifford	)	Library Manager

with the following members absent: Gus Nixon, constituting a quorum, at which time the following business was transacted:

**I. Call to Order**

Chair Betty Whiteside called the meeting to order at 5:30 p.m.

**II. Roll Call of Members**

Teri Smith conducted the Roll Call of Members.

**III. Approval of Minutes**

The minutes of the November 19, 2019 regular meeting were reviewed and approved as written.

**IV. Director's Report**

**A. Statistical Reports for November and December:** The Library Statistical Reports for November and December were distributed to the Board. Jesse Loucks reviewed the report.

<b><u>November</u></b>	
Circulation.....	31,296
Number of Active Patrons.....	31,725
Volunteer Hours.....	173
Door Count.....	10,038
Electronic Usage Sessions.....	4,698
Page Views.....	4,786
Net Revenue .....	\$ 1,369
Children's Programming.....	643
Adult Programming.....	343

**December**

Circulation.....	28,447
Number of Active Patrons.....	31,945
Volunteer Hours.....	149
Door Count.....	8,626
Electronic Usage Sessions.....	4,109
Page Views.....	5,160
Net Revenue .....	\$ 960
Children's Programming.....	606
Adult Programming.....	458

- B. Program & Events Reports for November and December:** The Program & Events Reports for November and December were distributed to the Board. Jesse Loucks reviewed the reports. Pictures of the events were displayed.
- C. Upcoming Programs and Events:** Mr. Loucks reviewed the Upcoming Programs and Events report. Pictures were displayed for the Board.

The following item was moved to the top of the Agenda:

**IX. Informational Items**

- A. Library Trends Presentation:** Brandon Clifford, Library Manager, gave an overview of the 2019 Library Trends Statistics including topics such as frequently checked out items and subjects, popular library services, frequently asked questions, social media insights, and the highest traffic days of 2019.

**IV. Director's Report****D. Works in Progress**

- 1. Information Desk Improvements:** Jesse Loucks informed the Board that the new Information Desk is complete and there are plans to utilize a similar design in the future for the Youth desk.
- 2. Library Lighting Upgrade:** Kyle Gordon stated that the lighting upgrade is complete. Over 270 modern LED panels have been installed, increasing the visibility and light quality in the public areas, study rooms, learning center, and computer lab.
- 3. Technology Upgrade:** Jesse Loucks explained that the computers at the circulation desk have been replaced as part of the scheduled upgrade with the City's Information Technology Department.

**E. Staff Activities**

- 1. Personnel Update:** Mr. Loucks reported that Bryce Francis, Programming and Outreach Librarian, has resigned and interviews will begin next week to fill this vacancy.

2. **Community Outreach:** Vanessa Patchen informed the Board that in December, the City of Hurst participated in the 2019 Dashing for Hope event with 6 Stones and the other surrounding cities. This event raised \$88,000 that will be used for 6 Stones Christmas providers initiative. Ms. Patchen also mentioned that Robin Swaringen was invited to the Hurst Hills Elementary School Chili Kick Off where she provided information about the Library.
3. **Professional Development:** Jesse Loucks noted that he recently attended the Public Library Administrators of North Texas Conference where area Library Directors met, provided insight, and gained knowledge about best practices for libraries. He also mentioned that Robin Swaringen attended the Texas Library Association District 7 Fall Meeting where she gained knowledge about community engagement.

## V. Reports of the Committees

### A. Friends of the Hurst Public Library

1. **November and December Revenue Reports:** The Friends revenue reports for November and December were provided for the Board.

## VI. Communications

- ### A. Community Comments:
- Vanessa Patchen noted that the Library received positive comments in a Google review.

## VII. Unfinished Business

None at this time.

## VIII. New Business

None at this time.

## IX. Informational Items

- ### A. Library Trends Presentation:
- This item was moved to the top of the Agenda.
- ### B. TMLDA Application Submission:
- Jesse Loucks stated that the Library has submitted the application for the Texas Municipal Library Directors Association Award. He noted that the Hurst Library has received this award for the last 15 consecutive years.
- ### C. HEB Reads! and BISD Reads Update:
- Mr. Loucks reported that Library Staff is in the planning process for the HEB Reads! Event on May 2<sup>nd</sup> from 10:00 a.m. until 1:00 p.m. at Pennington Field and the BISD Reads Summer Reading Club event on May 30<sup>th</sup> from 10:00 a.m. until 1:00 p.m. at the Birdville Fine Arts/Athletics Complex.

- D. **Heritage Village Presents:** Hannah Ditgen gave a brief overview of the Heritage Village Presents Spring events including the Grand Family Picnic on March 11<sup>th</sup>, Concert in the Park on April 24<sup>th</sup>, and Summer Kick Off on May 28<sup>th</sup>.
- E. **Board Responsibilities Update:** Kyle Gordon explained that the Art in Public Places program is now the responsibility of the Community Arts and Historic Landmark Preservation Committee.
- F. **Upcoming City Events:** Mr. Gordon informed the Board of the upcoming Town Hall Forum on February 20<sup>th</sup> from 6:00 – 8:00 p.m. and the Boards, Commissions, and Committees Banquet on March 5<sup>th</sup> from 6:00 – 8:00 p.m. Both events will be held at the Hurst Conference Center.

**X. Board Member and Citizen Comments**

**XI. Adjournment**

There being no further business, the meeting was adjourned by Chair, Betty Whiteside at 6:45 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2020

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
RECORDING SECRETARY