

CITY OF HURST  
COUNTY OF TARRANT  
STATE OF TEXAS

On the 20<sup>th</sup> day of July 2021, 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
Peggy Moore	)	Members
Janie Melton-Judy		
Margaret Coleman		
Gus Nixon		
Linda Dibley		
Julie Granquist	)	Alternates
Ann Teeter		
Kyle Gordon	)	Executive Director of Community Services
Jesse Loucks	)	Library Director
Vanessa Patchen	)	Assistant Library Director
Hannah Ditgen	)	Community Services Management Assistant
Teri Smith	)	Community Services Administrative Assistant

with the following members absent: Ruth Kennedy, 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 February 18, 2020 regular meeting were reviewed and approved as written.

**IV. Director's Report**

**A. Statistical Report for March 2020 – June 2021:** The Library Statistical Report for March 2020 – June 2021 was displayed for the Board. Jesse Loucks reviewed the report.

**March 2020 – June 2021**

Circulation.....	261,764
Number of Active Patrons.....	31,296
Volunteer Hours.....	467
Door Count.....	42,294
Electronic Usage Sessions.....	22,825
Page Views.....	70,589
Net Revenue .....	\$ 18,421
Children's Programming.....	1,830
Adult Programming.....	1,615
Outreach Programs .....	2,657

- B. **Program & Events Report for April - June:** The Program & Events Report for April through June was displayed for the Board. Jesse Loucks reviewed the report. 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.

#### IV. Director's Report

##### D. Works in Progress

1. **Texas State Library Report:** Jesse Loucks informed the Board that Library Staff prepares the annual Texas State Library Report which accredits the Library and allows the Library to be eligible for state funded grants. With the assistance of several Staff Members, the report is complete and ready for submission.
2. **PC Deployment:** Mr. Loucks reported that the Library loaned a large portion of the City's computers to the Hurst Conference Center when it was opened to the public as a COVID-19 vaccination site. The computers have now been returned to their original locations.
3. **Youth Desk Update:** Kyle Gordon explained that there are plans to rebuild the Library's Youth Desk to match the recently remodeled Adult Reference Desk.
4. **Digital Marquee:** Mr. Gordon informed the Board that the City has funding to upgrade the digital marquee at the entrance to the Library. This upgrade will give the digital marquee more modern features including a color screen.

Ann Teeter joined the meeting at 6:00 p.m.

##### E. Staff Activities

1. **Organizational Update:** Jesse Loucks explained the reorganization in Library Staff over the last 18 months with the retirement of Dorothy Batich, Tech Services Acquisitions Librarian and the subsequent promotion of Jennifer Ohnstad to Assistant Library Manager; former employee Sara Cloud returned to fill Jennifer Ohnstad's former position as Adult Services Librarian. New employees include Dianne Smith, Programming Librarian, Audrey Ham, Library Aide, and Cristian Monge, Library Aide. Several other employees have resigned in the past year.
2. **Professional Development:** Jesse Loucks informed the Board that Library Directors in the State of Texas are required to participate in continuing education. Robin Swaringen and Danyelle Weiss attended the Texas Library Association Conference virtually in April 2021 and are participating on committees for 2022. Robin is on the programming committee and Danyelle is involved with TAYSHAS which is a school

district book list selection committee. Mr. Loucks shared that the conference in 2022 would be held locally in Fort Worth.

3. **Emergency Response:** Kyle Gordon reported that in January the City of Hurst partnered with Tarrant County along with 13 other Northeast Tarrant County cities, and opened the Hurst Conference Center as a COVID-19 vaccination site. Vanessa Patchen stated that 13 Library Employees trained and worked at the vaccine site for 6 months. During these 6 months 180,000 doses of the vaccine were administered.

Mr. Gordon stated that, during the February winter storm, the City's Emergency Management Team opened a short-term warming shelter at the Library. After assessing the needs of the community, the City partnered with HEBISD and moved the warming shelter to Central Junior High School where employees worked together for four days to provide food, shelter, and assistance for those in need.

## V. Reports of the Committees

### A. Friends of the Hurst Public Library

1. **2020-2021 Revenue Report:** Jesse Loucks reviewed the Friends revenue report for 2020-2021.
2. **2021 Book Sale:** Mr. Loucks informed the Board that the Friends of the Hurst Library Book Sale is scheduled for October 8<sup>th</sup> and 9<sup>th</sup>.
3. **2021-2022 Budget Update:** Mr. Loucks stated that the 2021-2022 Friends Budget has been approved. He noted that the Friends of the Hurst Library will help to fund special events.

## VI. Communications

- A. **Community Comments:** Vanessa Patchen highlighted positive community comments that the Library has received over the past few months. Photos of some treats from local residents, thank you cards from library patrons, and comments and pictures from the Library's social media were displayed for the Board.

## VII. Unfinished Business

None at this time.

## VIII. New Business

None at this time.

## IX. Informational Items

- A. **COVID-19 Reopening Update:** Jesse Loucks gave a brief overview of the Library operations during the pandemic. Statistics for the 2020 timeline include

38,000 books and DVD’s were delivered curbside, 1,800 appointments for in-person services, 60,000 books and DVD’s were delivered electronically, and 127 virtual programs were attended by 32,000 viewers.

- B. 2021-2022 Budget Update:** Kyle Gordon gave a brief overview of the 2021-2022 Library proposed budget. The proposed budget includes decision packages to restore funding for operational hours and library resource accounts to pre-pandemic levels.
- C. 2021 Summer Reading Club Update:** Jesse Loucks gave an update of the 2021 Summer Reading Club event. The Kick-off took place on May 1<sup>st</sup> at Pennington Field with a drive-thru event. There were 775 cars with 2,334 parents and children attending and 1,200 books and STEM Kits were distributed. In-N-Out Burger served 2,000 burgers and chips. For the remainder of the Summer, in lieu of the Lunch Program, Staff will drive the Think Tank to select locations and deliver STEM Kits to area apartments and schools.
- D. Library Awards:** Jesse Loucks noted that the Hurst Public Library received the Achievement of Excellence in Libraries Award from the Texas Municipal Library Directors Association for demonstrating excellence in 10 service areas. The Library also received the Magna Award from the National School Board Association for the HEB Reads! Program.
- E. Board Meeting Format Changes:** Kyle Gordon stated that the Library Board will meet on a quarterly basis for the foreseeable future and may hold special meetings as needed. The next Library Board Meeting will be held on October 19, 2021.
- F. Holiday Closure:** Kyle Gordon reminded the Board that the Library will closed on Monday, September 6<sup>th</sup> in observance of the Labor Day holiday.

**X. Board Member and Citizen Comments**

None at this time.

**XI. Adjournment**

There being no further business, the meeting was adjourned by Chair, Betty Whiteside at 6:48 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2021

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

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