

CITY OF HURST
COUNTY OF TARRANT
STATE OF TEXAS

On the 17th day of January 2023, 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)	
Julie Granquist)	
Kyle Gordon)	Executive Director of Community Services
Hannah Ditgen)	Community Services Management Assistant
Jesse Loucks)	Library Director

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

Hannah Ditgen conducted the Roll Call of Members.

III. Approval of Minutes

The minutes of the October 18, 2022 regular meeting were reviewed and approved as written.

IV. Director's Report

- A. October – December 2022 Recap:** The October - December 2022 Recap was reviewed and displayed for the Board.

October - December 2022

Circulation.....	71,465
Number of Active Patrons.....	32,952
Volunteer Hours.....	456
Door Count.....	20,190
Electronic Usage Sessions.....	8,658
Page Views.....	10,682
Net Revenue	\$ 996
Children's Programming.....	1,841
Adult Programming.....	1,187
Outreach Programs	373

- B. Program & Events Report for July - September:** Jesse Loucks reviewed the Program & Events Report for October – December. Mr. Loucks also presented a 2022 Year in Review summary featuring statistics such as the total number of checkouts, customer service figures, the highest Library traffic days, and top-performing social media posts.
- C. Upcoming Programs and Events:** Mr. Loucks reviewed the Upcoming Programs and Events report. Pictures were displayed for the Board.
- D. Works in Progress**
- 1. Automated Materials Handler Replacement:** Jesse Loucks reported that the new automated materials handler should be delivered next week, at which point the installation and staff training will begin.
 - 2. HVAC Repairs:** Kyle Gordon reminded the Board that the Library's HVAC unit is scheduled to be replaced. The City installed a new boiler system unit in November, and staff expects the chiller installation in the Spring of 2023.
 - 3. Youth Themed Seating:** Jesse Loucks reported that the new Youth Themed seating was delivered and deployed to the Youth Department. Families are already enjoying the new furniture.
 - 4. Oracle Upgrade:** Mr. Gordon informed the Board that the City has transitioned to an updated version of Oracle called Oracle Cloud. The City uses this system to manage its finances. The goal is that this new system will be more user-friendly and customizable.

E. Staff Activities

- 1. Organizational Development:** Jesse Loucks informed the Board that part-time Library Aide, Damien Bannister, resigned, and Beverly Kirkendall, Youth Services Library Manager, has announced her retirement will take place at the end of May 2023. Photos were displayed for the Board.
- 2. Professional Development:** Mr. Loucks shared that staff has gone through the annual Sexual Harassment Training, and four members of the Library Management Team have almost completed a twelve-part series of supervisor training.
- 3. Hurst Hearts Update:** Hannah Ditgen stated that the Hurst Hearts Project Team completed the annual United Way Campaign at the end of October and raised over \$7,200. The Project Team also facilitated a holiday decorating contest that helps connect and build morale for City employees. Library employees won for the most creative and best overall.

V. Reports of the Committees**A. Friends of the Hurst Public Library**

1. **Quarterly Revenue Report:** Jesse Loucks reviewed the Friends' revenue report for October - December.
2. **2022 Book Sale:** Mr. Loucks reported the Friends' lobby book sale raised \$350.
3. **Teen Innovation Panel Fundraiser:** Mr. Loucks shared that the Friends partnered with the Teen Innovation Panel for the All Wrapped Up program. Patrons brought gifts for the teens to wrap for a \$1 per gift donation to the Friends group. The fundraiser raised \$85.

VI. Communications

- A. **Community Comments:** Jesse Loucks highlighted positive community comments that the Library received, which resulted from the Library's outreach programming and excellent customer service. Photos were displayed for the Board.

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

- A. **Library of Things Lending Program:** Jesse Loucks announced that this new program is live, and residents have already shown interest in checking out the tools, equipment, and other non-book items.
- B. **READs Update:** Mr. Loucks informed the Board that HEB ISD, the City of Hurst, the City of Euless, and the City of Bedford will host the HEB Reads! event on Saturday, May 20th. The Birdville ISD Reads event date is still to be determined.
- C. **Concert Bells of Fort Worth Recap:** Mr. Loucks shared that the Library hosted the ever-popular Concert Bells of Fort Worth Christmas performance on Saturday, December 10th. It was a full house with 170 people in attendance.
- D. **2023 MasterWorks Preview:** Mr. Loucks informed the Board that Library staff, in partnership with the local non-profit ArtsNet, scheduled ten evening MasterWorks performances and four noon MasterWorks performances. The

2023 series will start in March after being on hiatus since the pandemic began in March 2020.

X. Board Member and Citizen Comments

A citizen in attendance introduced himself to the Board.

XI. Adjournment

There being no further business, the meeting was adjourned by Chair Betty Whiteside at 6:19 p.m.

APPROVED this the _____ day of _____, 2023

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY