

CITY OF HURST
COUNTY OF TARRANT

STATE OF TEXAS

On the 19th day of September, 2017, 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 |) | Members |
| Joyce Davis | | |
| Janie Melton-Judy | | |
| Gus Nixon | | |
| Margaret Coleman |) | Alternates |
| Bruce Hutto | | |
| Allan Heindel |) | Deputy City Manager |
| Kyle Gordon |) | Managing Director of Community Services |
| Jesse Loucks |) | Library Director |
| Teri Smith |) | Administrative Assistant |

with the following members absent: Lou Farris, Peggy Moore, 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 August 15, 2017 regular meeting were reviewed and approved as written.

At the request of Staff, the following items were moved to the top of the Agenda.

IX. Informational Items

- A. Library Showcase Update:** Meredith Stowe gave an overview of the Library Showcase signature event that will take place at the Library on September 28th. The Circus themed event will include a concert by *Electric Circus*, the Circus Chicken Dog Show, temporary tattoos, a photo booth with circus themed props, carnival games, a carousel bounce house, petting zoo, face painting, a

guessing booth, balloon artist, popcorn, cotton candy, tea and lemonade, and many giveaways. Several Board Members volunteered to help with the event.

- D. Teen Innovation Panel:** Danyelle Weiss gave a brief overview of the Teen Innovation Panel explaining that a teen discussion panel has been created to include 14 to 18-year old Library users. These teens will be great advocates for the Library and may offer insight on how to bring more teens in to the Library. They will meet on the 3rd Thursday of each month.

IV. Librarian's Report

- A. Statistical Report for August:** The Library Statistical Report for August was distributed to the Board. Jesse Loucks reviewed the report.

| <u>August</u> | |
|--------------------------------|---------|
| Circulation..... | 33,484 |
| Number of Active Patrons..... | 33,735 |
| Volunteer Hours..... | 169 |
| Door Count..... | 13,999 |
| Electronic Usage Sessions..... | 6,454 |
| Page Views..... | 8,520 |
| Net Revenue | \$3,247 |
| Children's Programming..... | 859 |
| Adult Programming..... | 892 |
| Outreach Programs | N/A |

- B. Program & Events Report for August:** The Program & Events Report for August was distributed to the Board. Jesse Loucks reviewed the report. Pictures of events were displayed for the Board.
- C. Upcoming Programs and Events:** The Upcoming Programs and Events report was reviewed by Jesse Loucks. Pictures were displayed for the Board.
- D. Works in Progress**
- 1. Interior Intelligent Book Return Update:** Jesse Loucks reported that the interior intelligent material return that was installed at the Library is working as intended, but isn't very attractive. He explained how Library Staff will improve its appearance. Before and after photos were displayed for the Board.
 - 2. Teen Zone Improvements:** Mr. Loucks informed the Board that the 75" television for the Teen Zone has arrived and will be installed soon.
 - 3. Children's Area Carpet:** Jesse Loucks stated that the carpet in the children's area has been replaced with new carpet. He noted that the new carpet squares can be easily replaced in the future as needed. Before and after photos were displayed.
 - 4. New Phone System Update:** Allan Heindel informed the Board that the City has been using their phone system for 18 years and the City Council

approved replacement of the system. The entire phone system will be upgraded in the near future.

E. Staff Activities

- 1. Employee Conference Update:** Mr. Heindel explained that every year the City holds a conference for employee development based on the Code of Ideals. This year there were two guest speakers who spoke on how every employee has an impact on the entire organization.

V. Reports of the Committees

A. Friends of the Hurst Public Library

- 1. August Revenue Report:** The Board was provided the Friends revenue report for August.

VI. Communications

- A. Citizen Comments:** Jesse Loucks stated that the Library received several positive comments from the community thanking the Library for the educational programs and services offered by the Library and the courteous helpfulness of its employees.

VII. Unfinished Business

None at this time.

VIII. New Business

- A. Election of Officers:** Allan Heindel explained that this is the month that officers are elected for the boards.

Bruce Hutto made a motion to re-elect Betty Whiteside for Chair and Ruth Kennedy for Vice-Chair of the Library Board.

Gus Nixon seconded the motion and the vote in favor was unanimous.

IX. Informational Items

- A. Library Showcase Update:** This item was moved to the top of the Agenda.
- B. HEB Reads! Tech Truck:** Allan Heindel explained that as a consortium, the cities of Hurst, Euless and Bedford and the HEB ISD applied for a grant from the State for the Tech Truck. A \$75,000 grant was awarded by the State and an agreement for maintaining and housing the Tech Truck is currently in the approval process. Jesse Loucks explained that the Tech Truck is equipped with stem activities related to science, technology, robotics, engineering and math. The truck can be housed at Hurst, Euless and Bedford Libraries or driven to elementary schools, apartments and other locations in the community.

C. Heritage Village Presents: Kyle Gordon gave a brief overview of the Heritage Village Presents Fall Series including Salsa & Salsa that was held on August 31st with 376 in attendance, Dogtoberfest that will take place on October 5th from 5:00 to 7:00 p.m., and Movie in the Park on November 3rd at 7:00 p.m.

D. Teen Innovation Panel: This item was moved to the top of the Agenda.

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 6:24 p.m.

APPROVED this the _____ day of _____, 2017.

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY