

CITY OF HURST
COUNTY OF TARRANT

STATE OF TEXAS

On the 17th day of October, 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)	
Lou Farris)	
Peggy Moore)	
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: none, 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 September 19, 2017 regular meeting were reviewed and approved as written.

At the request of Staff, the following item was moved to the top of the Agenda.

IX. Informational Items

- A. **Library Showcase Recap:** Meredith Stowe gave an overview of the Library Showcase signature event that was held at the Library on September 28th. The Circus themed event was a huge success with 620 in attendance. The event included 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.

IV. Librarian's Report

- A. Statistical Reports for September and Year End:** The Library Statistical Reports for September and Year End were distributed to the Board. Jesse Loucks reviewed the reports.

<u>September</u>	
Circulation.....	29,687
Number of Active Patrons.....	33,898
Volunteer Hours.....	159
Door Count.....	11,905
Electronic Usage Sessions.....	4,824
Page Views.....	6,929
Net Revenue	\$ 2,673
Children's Programming.....	730
Adult Programming.....	660
Outreach Programs	196

<u>FY 2016-17</u>	
Circulation.....	348,932
Number of Active Patrons.....	33,602
Volunteer Hours.....	2,075
Door Count.....	153,868
Electronic Usage Sessions.....	63,822
Page Views.....	102,925
Net Revenue	\$37,836
Children's Programming.....	15,472
Adult Programming.....	7,481
Outreach Programs	7,821

- B. Program & Events Report for September:** The Program & Events Report for September 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 wasn't very attractive. He explained how Library Staff made improvements to its appearance and will continue to make additional improvements. 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 was installed and new furniture will be delivered soon to complete the improvements.

3. **New Phone System Update:** Allan Heindel informed the Board that the new telephones have been delivered and the City's IT Department is preparing to install them for all City of Hurst employees.
4. **Tech Truck Update:** Allan Heindel noted that the grant has been approved for the HEB Tech Truck and the truck has been ordered. A memorandum of understanding will go before the City Council and the mobile outreach program should start in March.

E. Staff Activities

None at this time.

V. Reports of the Committees

A. Friends of the Hurst Public Library

1. **September Revenue Report:** The Board was provided the Friends revenue reports for September and FY 2016-17.

VI. Communications

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

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

- A. Library Showcase Update:** This item was moved to the top of the Agenda.
- B. Library Outreach Program:** Allan Heindel explained the importance of getting information regarding the Library's services to the community through the Library's Outreach Program. He noted that 25 fishing poles were checked out for the Kids All American Fishing Derby, Library Staff participated in the Dogtoberfest event with an information booth, and they handed out information regarding the Library at the Fall Festival.
- C. Heritage Village Presents:** Kyle Gordon gave a brief overview of the Heritage Village Presents Fall Series including a recap of Dogtoberfest. The event took place on October 5th from 5:00 to 7:00 p.m. with 250 in attendance. Mr. Gordon previewed the upcoming Movie in the Park event featuring *Moana* on November 3rd at 7:00 p.m.

D. **HEB Reads! Summary Report:** Jesse Loucks gave a recap of the 2017 HEB Reads! program, created to prevent summer slide, noting that HEB elementary school students read 1,912,541 minutes, secondary school students read 413,485 minutes, and kids in Hurst read 750,016 minutes. Mr. Loucks noted that the HEB Tech Truck (mobile outreach) will be at all future City events.

X. **Board Member and Citizen Comments**

Allan Heindel reminded the Board that the Library will be closing at 2:00 on November 22nd and will be closed November 23rd and 24th in observance of Thanksgiving. He also reminded them that the November Library Board Meeting has been canceled and the next regularly scheduled Board Meeting will be Tuesday, December 19th.

XI. **Adjournment**

There being no further business, the meeting was adjourned by Chair Betty Whiteside at 6:30 p.m.

APPROVED this the _____ day of _____, 2017.

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY