

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 21<sup>st</sup> day of August, 2018, 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
Janie Melton-Judy	)	Members
Peggy Moore		
Gus Nixon		
Margaret Coleman	)	Alternate
Allan Heindel	)	Deputy City Manager
Kyle Gordon	)	Managing Director of Community Services
Jesse Loucks	)	Library Director
Teri Smith	)	Community Services Administrative Assistant

with the following members absent: Lou Farris, 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 July 17, 2018 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. 2018 Summer Reading Club Review**

- Youth Summer Reading Club:** Beverly Kirkendall gave a brief overview of the Youth portion of the Summer Reading Club program starting with the HEB Reads! event where there were 4,200 attendees. The BISD Reads event had 1,800 attendees. The Heritage Village Presents Summer Kickoff had 360 in attendance. Library Staff made school visits to River Trails and Jack C. Binion Elementary Schools and held a Lunch & Learn at Westdale Apartments with 800 children in attendance. The Think Tank Challenges offered Science, Technology, Math and Engineering activities. The Youth Summer Reading Club had 765 participants reading 1,301,377 minutes.

- 2. **Teen Summer Reading Club:** Danyelle Weiss gave a brief overview of the Teen portion of the Summer Reading Club Program stating that 233 teens participated, reading 460,962 minutes. There were 32 teen volunteers with a total of 572 hours of volunteer service. The teen programs included crafts, movies, a lip sync battle, anime nights, costume contests, and other fun activities for the teens.
- 3. **Adult Summer Reading Club:** Meredith Stowe gave a brief overview of the Adult portion of the Summer Reading Club Program stating that 427 adults participated, reading 1,190,880 minutes. Activities included Adult Game Night, Friday Movie Matinees, and noon and evening Masterworks Programs.

**IV. Librarian’s Report**

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

July

Circulation.....	41,387
Number of Active Patrons.....	30,184
Volunteer Hours.....	459
Door Count.....	14,307
Electronic Usage Sessions.....	8,295
Page Views.....	10,163
Net Revenue .....	\$ 1,438
Children’s Programming.....	2,713
Adult Programming.....	1,135

- B. **Program & Events Report for July:** The Program & Events Report for July was distributed to the Board. Jesse Loucks reviewed the report. Pictures of the events were displayed.
- 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. **Tech Truck Update:** Jesse Loucks stated that the HEB Tech Truck is here at the Hurst Library. Library staff deployed the truck at Chisholm Park along with several staff members and their children for a test run that went very well. Staff is working with the other cities and the school district to secure the Tech Truck for deployment at the Hurst Fall Festival.
  - 2. **Teen Zone Improvements:** Allan Heindel informed the Board of the proposed improvements to the Library’s Teen Zone. This includes removing some underutilized computer stations and adding additional shelving to expand the Teen collection to make better use of that space as a display area.
  - 3. **Public Restroom Alcove Improvement:** Mr. Heindel reported that improvements to the entryway to the Library restrooms will soon be

underway. These improvements will replicate the new lobby restroom entrance. In October the interior of the restrooms will be renovated.

**E. Staff Activities**

1. **Staff Training:** Jesse Loucks stated that the City's Human Resources Department held training classes for new supervisors and educational sessions for all supervisors on the employee evaluation process.

**V. Reports of the Committees**

**A. Friends of the Hurst Public Library**

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

**VI. Communications**

- A. Appreciation Letter:** Jesse Loucks informed the Board of some positive comments the Library received including a letter from a child, a basket of candy and a note from an adult patron. He also played a phone message regarding a patron's appreciation of our Library and Staff.

**VII. Unfinished Business**

None at this time.

**VIII. New Business**

None at this time.

**IX. Informational Items**

- A. 2018 Summer Reading Club Review:** This item was moved to the top of the Agenda.
- B. 2018 Hurst Fall Festival:** Allan Heindel informed the Board of the Hurst Fall Festival event on October 6<sup>th</sup> stating that this is the second year for this event. The event will include the Friends of the Hurst Library book sale, a craft fair, pumpkin patch, and a car show.
- C. Oral History Project Update:** Jesse Loucks gave an update on the Oral History Project stating that the second to last video for Phase IV is in progress and candidates are now lined up for Phase V.
- D. Heritage Village Presents:** Kyle Gordon gave a brief overview of the Fall Heritage Village Presents events including Salsa Y Salsa on September 6<sup>th</sup>, Dogtoberfest on October 4<sup>th</sup>, and Movie in the Park on November 2<sup>nd</sup>.

**E. Holiday Closure:** Allan Heindel reminded the Board Members that the Library and City offices will be closed on Monday, September 3<sup>rd</sup> in observance of Labor Day.

**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 6:35 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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