CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 15th day of January, 2019, 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		
Linda Dibley	)	Alternates
Julie Granquist		
Allan Heindel	)	Deputy City Manager
Jesse Loucks	)	Library Director
Teri Smith	)	Community Services 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 December 18, 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.   Teen Programming Highlights: Danyelle Weiss, Youth Services Librarian, gave a brief overview of the Teen Programs in 2018 which included the Yule Ball event with 35 in attendance and Adulting 101 where the attendees learned microwave cooking, arts and crafts events, movies, gaming marathons, cookie decorating, etc. She stated that there was an average of 16 teens per event. Ms. Weiss informed the Board of the planned events for 2019 including the L.D. Bell Art Reception, Teen Innovation Panel, an escape room event, laser tag, and technology focused programs. Adulting 101 will continue with classes on vehicle maintenance, financial aid, job applications, resumes, and babysitting.

IV. Librarian's Report

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

<u>December</u>

Circulation……………………………………	29,557
Number of Active Patrons…………………	31,450
Volunteer Hours…………………………….	147
Door Count…………………………………	8,725
Electronic Usage Sessions………………...	4,764
Page Views…………………………………..	5,394
Net Revenue ………………………………..	$ 1,691
Children's Programming……………...…….	606
Adult Programming………………………….	552

B. Program & Events Report for December: The Program & Events Report for December 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. Public Restroom Alcove Improvements: Allan Heindel informed the Board that the improvements to the alcove to the Library restrooms has been completed and the improvements to the interior of the restrooms are pending until the contractor is finished with their work at City Hall and funding for the project has been identified. The Board will be updated on this project at the February Board Meeting.

    2. Front Door Update: Mr. Heindel informed the Board that, with the extensive use of the front door, there have been intermittent problems. The Facility Services Division worked with the door manufacturer and the front door controller has been replaced and is now functioning properly.

E. Staff Activities

    1. Employee Update: Allan Heindel informed the Board that, after 38 years with the City of Hurst, he will be retiring effective April 2nd. The Board Members stated their appreciation for his service.

    2. Leadership Blueprint Update: Mr. Heindel stated that Vanessa Patchen was selected to participate in an employee development program called the Leadership Blueprint Program.

V. Reports of the Committees

A. Friends of the Hurst Public Library

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

        2.   **2019 Book Sale:** Mr. Loucks informed the Board that the Friends Book Sale will be held on February 1st at 4:00 for members only and from 5:00 until 7:00 p.m. for the general public and again on February 2nd from 9:00 a.m. until 5:00 p.m. for the general public.

VI.   Communications

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

    A.   **Teen Programming Highlights:** This item was moved to the top of the Agenda.

    B.   **Library Trends Presentation:** Jesse Loucks reported on Library Trends in 2018 with a total of 416,392 checkouts. The report included analysis on the number of check outs, puzzles and games, proctored tests, notary services, scanned items, interlibrary loans, downloadable content, HPL online, wifi, internet, mobile app users, and Facebook.

    C.   **Interlibrary Loan Grant:** Mr. Loucks informed the Board that the Library received $18,484.19 from interlibrary loan grants in 2018 to help fund library services.

    D.   **Oral History Project Update:** Mr. Loucks gave an update on the Oral History Project stating that reflections and remembrances from historically significant individuals are captured on video and posted on the City's website. All video recordings for Phase V of the project have been completed.

    E.   **Heritage Village Presents:** Allan Heindel gave a brief overview of the 2019 Heritage Village Presents Spring events including the Grand Family Picnic on March 13th (including a layout of the event), Concert in the Park on April 26th, and Summer Kickoff on May 30th.

    F.   **Think Tank Update:** Jesse Loucks informed the Board that Library Staff utilized the Think Tank materials at the Library for the STEM Engine program where children were taught basic computer logic. He noted that the Hurst Library, along with Euless and Bedford and the HEB ISD, entered the Wayne Williams Project of the Year contest to try and earn that award for the Library.

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 _____, 2019.

APPROVED: ATTEST:

_____   _____
CHAIR   RECORDING SECRETARY