

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 19th day of February 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		
Julie Granquist)	Alternate
Allan Heindel)	Deputy City Manager
Kyle Gordon)	Managing Director of Community Services
Jesse Loucks)	Library Director
Teri Smith)	Community Services Administrative Assistant
Hannah Titony)	Library 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 January 19, 2019 regular meeting were reviewed and approved as written.

IV. Librarian’s Report

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

<u>January</u>	
Circulation.....	33,608
Number of Active Patrons.....	31,810
Volunteer Hours.....	273
Door Count.....	11,190
Electronic Usage Sessions.....	6,335
Page Views.....	6,887
Net Revenue	\$ 2,146
Children’s Programming.....	969
Adult Programming.....	295

B. Program & Events Report for January: The Program & Events Report for January 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. **Marquee Sign Maintenance:** Allan Heindel explained that after years of use, the marquee sign at the entrance to the Library is in need of replacement. The Library has plans to replace the sign in the near future.

2. **Express Check Maintenance:** Mr. Loucks informed the Board that the express checks were upgraded in 2018. Recently the theft prevention system on one of the machines failed and had to be replaced. The machine is currently functioning properly.

E. Staff Activities

1. **Personnel Update:** Allan Heindel informed the Board that Lydia Meeks will be leaving the City of Hurst to pursue other opportunities. He also noted that Malaika Farmer and Clayton Fulton have been promoted to Assistant City Managers.

2. **Leadership Blueprint Update:** Mr. Heindel stated that Vanessa Patchen is participating in the Leadership Blueprint Program to learn excellent leadership traits.

V. Reports of the Committees

A. Friends of the Hurst Public Library

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

2. **2019 Book Sale Recap:** Mr. Loucks gave an update of the Friends Book Sale that was held on February 1st and 2nd. He reported that the book sale brought in \$1,689.

VI. Communications

A. BISD Letter: Jesse Loucks informed the Board of a letter the Library received from the BISD Community Development Coordinator thanking the Hurst Library Staff for their partnership and positive influence on the BISD Students and Staff at the Campus.

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

- A. Train Car Creations:** Beverly Kirkendall gave a brief overview of the Train Car Creations and Parade stating that every year since 2015 in January there has been a train car week at the Hurst Library. She informed the Board that the Library provides supplies needed for the children to create their own train car and participate in the parade with their creations. This year there were 37 train car creations participants and 40 participants in the parade.
- B. Library Trends Presentation:** Jesse Loucks reported on Library Trends from 1996 to 2018 including physical visits, circulation, collection size, program attendance, computer sessions, virtual visits, volunteer hours, and interlibrary loans.
- C. HEB ISD Special Event:** Mr. Loucks informed the Board that the HEB ISD held a special event at their administrative campus where an NBC 5 news reporter interviewed kids attending the event. The Hurst Library participated with the Think Tank and a booth set up with activities for the participants.
- D. Oral History Project Update:** Mr. Loucks gave an update on the Oral History Project stating that all video recordings for Phase V of the project are complete and the Historical Landmark Preservation Committee will review the videos before publishing them on the City's website.
- E. Heritage Village Presents:** Kyle Gordon gave a brief overview of the 2019 Heritage Village Presents Spring events including the Grand Family Picnic on March 13th at 11:00 a.m., Concert in the Park on April 26th at 7:00 p.m., and Summer Kickoff on May 30th at 6:00 p.m.
- F. Future Event Dates:** Allan Heindel reminded the Board of the Town Hall Forum on February 28th at 6:00 p.m. and the Boards, Commissions and Committees Banquet on April 8th at 6:00 p.m.

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 6:25 p.m.

APPROVED this the _____ day of _____, 2019.

APPROVED:

ATTEST:

CHAIR

RECORDING SECRETARY