



**CITY OF WHITEWRIGHT
Public Library Quarterly Meeting
October 9, 2018
MINUTES**

I) Call meeting to Order and Establish a Quorum

Meeting called to order by Chair Rod Earnheart at 5 p.m.

Members Present: Rod Earnheart, Mike Holloway, Jeanie Coleman, Jeanne Tykoski, Bart Bodine, Vickie Stanford

Others Present: Chris Ely, Stefan Kells, and Jaime Lawrence

II) Action Items

1. Approval of Minutes of June 12, 2018

Motion made by Jeanne Tykoski to approve minutes, seconded by Bart Bodine, motion carried.

2. Consider Stefan Kells for Library Advisory Board

Motion made by Jean Tykoski to approve Stefan Kells to join the board, seconded by Vickie Stanford. The nomination will be sent to the city council for final approval.

III) Information Reports

1. Advisory Board and Director Concerns

Vickie Stanford submitted a letter of resignation shortly before the meeting. Due to the addition of Stefan Kells, membership numbers remain the same.

The board discussed the possibility of making Oscar Smith an “honorary” non-voting member, recognizing his service to the library board but he is unable to attend most meeting due to declining health. Other potential new members were also discussed to fill this position.

2. Financial and Statistical Reports

The library received the financial report for the current fiscal year, but since the meeting was held a week after the start of the FY, no transactions had been made. The board went over the budgeted amounts, and Chris Ely noted that the income for fines was reduced from \$1,000 to \$500. This was due to automatic renewals, which are anecdotally getting more items returned and requiring less work for staff regarding overdue items, but reducing fines.

Statistics for July through September show an average of over 1,700 people visiting the library each month. Program numbers are strong, with Game Night drawing in 6 – 10 attendees weekly. Storytime has restarted for the new school year, with Trinity Huffman now in charge of the program.

3. *Director's Report*

a. Tocker Foundation grant

We have received a \$6,298 grant for the purchase of a vending machine. This will be a teen project, with any proceeds going to teen programs.

b. The Sewing Machine Foundation grant

We have received two sewing machines. The foundation requests they not be checked out, but we plan on having "Sewing 101" classes, and they will be available for use in-library. Our main limitation is space, since our community room is used for Game Night on Thursdays, which is our late night. We might be able to use the soon to be vacated police department area for classes.

c. Hancher Foundation application

We have submitted an application for \$1,500 to expand our STEAM kits.

d. TNMP Grant application

The City has applied for a grant in the amount of \$8,285, which is primarily focused on beautification and security – fixing the planter in front of the building, new lighting, an electronic display sign, and security cameras – and it also includes an area rug for the library's children's area and a wireless barcode scanner to use for inventory.

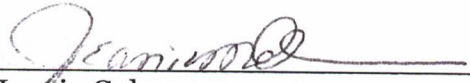
e. J. Frank Dobie Library Trust Awards application

We're working on an application to the trust for material funding. The trust grants funds for books only, but eBooks are also eligible. We cannot ask for a particular type of material, the Trust selects libraries and grants funds based on the interest earned. Last year's recipients received ~\$9,000 each. We last received a grant in 2001 for over \$6,000.

f. Library materials auto-renewal and children's catalog

Biblionix has added a feature to Apollo that automatically renews any eligible item on the due date. Any item that is on hold will not be renewed. Users that have signed up for text or email alerts will receive a message letting them know about the renewal, and if any items were unable to be renewed.

IV) **Adjourned at 5:30 p.m.**



Jeanie Coleman
Secretary, Library Advisory Board

1-15-19
Date