



CITY OF WHITEWRIGHT
Public Library Quarterly Meeting
July 9, 2019

MINUTES

I) Call meeting to Order and Establish a Quorum

Meeting called to order by Chair Rod Earnheart at 5:00 p.m.

Members Present: Rod Earnheart, Mike Holloway, Jeanne Tykoski, Jeanie Coleman, and Stefan Kells.

Others Present: Mayor Jaimie Lawrence and Chris Ely.

II) Action Items

1. *Approval of Minutes of April 9, 2019*

Motion made by Mike Holloway to approve minutes, seconded by Jeanne Tykoski, motion carried.

III) Information Reports

1. *Advisory Board and Director Concerns*

None.

2. *Financial and Statistical Reports*

Chris Ely reported that the budget process for 2019-2020 has begun.

Rod Earnheart noted the new vending machine income of \$1,264. Chris Ely explained that while there's still a learning curve on the best way to manage the machine, the gross income is about \$300. The income and expense for the vending machine are new line items, along with an expense line item for "kits and games" for replacement parts for our various kits.

The annual sale was budgeted for \$1,500, and brought in \$1,775, partly due to a third day of sales held the same day as the Christmas parade.

Mike Holloway asked how the copier is holding up. Chris Ely stated a new machine may be needed in the next one to two years.

Memorials donations in the amount of \$700 YTD have been received, with the majority being memorials for Louisa Martin. With the start of the library's cake pan collection in her memory, the purchase of new pans or related items may be purchased with these funds.

3. *Director's Report*

a. *TAME Trailblazer report*

We had 145 visitors for this event on June 19, 2019, sponsored by the Texas Alliance for Minorities in Engineering and the Tocker Foundation. Displays and experiments were about space, energy, biotechnology, aerodynamics, and weather. Volunteers Taylor Burt, Leah Decker, Cheryl Harvey, Deborah Houchin, Jeremy Huffman, Zander Huffman, Viviana Murphy, and Jeanne Tykoski manned the exhibits.

We had 175 visitors to the library on this day, with 18 new library card sign-ups.

b. *Summer Reading Program*

Our theme this year is "A Universe of Stories" and Jeanie Coleman decorated the library with a window display. Programs range from a visit from Game Warden Randolph McGee, a "Star Wars Day", "Touch A Truck", and a play day for the finale. The Shell/Sonic is sponsoring bounce houses for the play day and providing free drink tokens for prizes.

We are also working with The Odeum to do a series of free screenings in July. They're not officially open, but can do free screenings, so we're tying children's movies into the theme of each week's SRP event. We're also having free screenings of newer movies on Thursdays at 7 p.m. that are aimed at an older audience.

c. *Amnesty Month*

We're doing amnesty alongside the SRP. Any overdue item turned in before August 1st will have fines waived. For older fines, patrons can pay half and we will waive the remaining half. We do not waive fees for lost or damaged items, nor collection fees.

We did this type of amnesty in January and had several clear their accounts. Staff felt this was much easier than a food drive, because we don't have to store donated items for pick-up. Also, most food pantries prefer cash to use their discounts to buy what they need instead of random donations.

IV) **Adjourned at 5:37 p.m.**



Jeanie Coleman
Secretary, Library Advisory Board

10-8-19
Date