

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 15th day of May, 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
Janie Melton-Judy)	Members
Ruth Kennedy		
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: Joyce Davis, 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 April 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. Special Event Update:

Beverly Kirkendall and Miranda Hawkins gave a brief overview of the ever popular Teddy Bear Picnic event where kids brought their favorite stuffed animal to the Library for a sleepover on April 27th and a picnic the following day. Library Staff took pictures of the animals doing various activities and posted them on Facebook for the kids to view and the next day they came to the Library for snacks, crafts and other activities before taking their stuffed animals home. There were 44 kids who participated and 33 parents.

IV. Librarian's Report

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

April

Circulation.....	32,803
Number of Active Patrons.....	36,140
Volunteer Hours.....	202
Door Count.....	11,227
Electronic Usage Sessions.....	5,835
Page Views.....	6,869
Net Revenue	\$ 1,500
Children's Programming.....	1,092
Adult Programming.....	497

- B. Program & Events Report for April:** The Program & Events Report for April was distributed to the Board. Jesse Loucks reviewed the report. Pictures of events were displayed for the Board.
- 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 did not make it to the HEB Reads! event, but should be available for Summer Reading Club.
 - 2. Parking Lot Improvements:** Allan Heindel explained that the City's Public Works Department has made major improvements to the handicap walkways and is currently in the process of milling and overlaying the entire parking lot to be finished by the beginning of the Summer Reading Club program.
 - 3. Library Wifi Update:** Mr. Heindel informed the Board that Staff is currently working with the City's IT Department to improve the wifi service and the Board will be kept informed of the progress.
 - 4. Website Update:** Jesse Loucks informed the Board of current efforts to refresh and streamline the 5 most popular pages (comprise 60% of usage over the last 12 months) of the Library's website.

Betty Whiteside left the meeting at 6:00 p.m.

E. Staff Activities

- 1. Employee Update:** Allan Heindel informed the Board that two part-time Library employees have resigned from the Library to pursue full-time positions with another City. These two positions are in the process of being filled.

2. **Job Posting Update:** Allan Heindel noted that since Ramona DeMeglio's retirement, the City has posted the Adult Services Library Manager position through the American Library Association and the Texas Library Association utilizing a revised recruiting path. He noted that, utilizing this marketing tool, a qualified individual has been hired.
3. **Staff Training:** Jesse Loucks stated that Library Staff is currently undergoing training by the Hurst Police Department in the event of an emergency situation.

V. Reports of the Committees

A. Friends of the Hurst Public Library

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

VI. Communications

- A. **Event Comments:** Jesse Loucks informed the Board of some positive comments the Library received regarding Game Night.

VII. Unfinished Business

None at this time.

VIII. New Business

None at this time.

IX. Informational Items

- A. **Special Event Update:** This item was moved to the top of the Agenda.
- B. **HEB Reads! Kickoff Recap:** Jesse Loucks informed the Board that the HEB Reads! program is a cooperative effort between Hurst, Euless, Bedford and the HEB ISD that took place on Saturday, May 5th from 10:00 a.m. until 1 p.m. at Pennington Field in Bedford. There were an estimated 3,500 – 4,000 participants and Library Staff gave out 3,000 bags containing coupons and Library information.
- C. **BISD Reads Update:** Mr. Loucks noted that the BISD Reads event with Haltom City, Hurst, Richland Hills, North Richland Hills, Watauga and Birdville ISD will be held on June 2nd from 9:00 a.m. until noon. The Hurst Library will have a table at this event where we will give out free burgers.
- D. **Heritage Village Presents:** Kyle Gordon gave a brief overview of the Heritage Village Presents events including the Concert in the Park that was held on Friday, April 27th with 285 in attendance and the Summer Kickoff that will take place on Thursday, May 31st.

- E. **Oral History Project Update:** Jesse Loucks gave an update on the Oral History Project stating that Phase IV has been completed and all of the candidates have been selected for the Phase V video shoot.
- F. **State Report Update:** Mr. Loucks stated that the Hurst Library completed and submitted the State Report and received accreditation from the State, which makes the Library eligible for grant funding.
- G. **Holiday Closure:** Allan Heindel reminded the Board that the Library will be closed on Monday, May 28th in observance of the Memorial Day Holiday.

X. Board Member and Citizen Comments

None at this time.

XI. Adjournment

There being no further business, the meeting was adjourned by Vice-Chair Ruth Kennedy at 6:30 p.m.

APPROVED this the _____ day of _____, 2018.

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY