

Minutes of the Library Board
Keller Texas
Monday, October 2, 2023

A. CALL THE MEETING TO ORDER- Mona Ford, Chair, Keller Public Library Board at 7:00 P.M.

Members Present: Mona Ford--Chairman, Karen Hibbs, Rick Peters,

Mary Vermette--Vice Chairman, Jennifer White **Alternates:** Katelyn McCormack, David Russell

Absent: Michelle Hur

Others Present: Ann Flournoy--Library Director

B. MINUTES CONSENT

1. David Russell moved to approve the minutes of the Keller Library Board meeting August 14, 2023, as written. Rick Peters seconded the motion. It was passed.

C. NEW BUSINESS

1. Election of new Board Secretary- David Russell nominated Jennifer White. Karen Hibbs seconded the motion. Motion passed by unanimous vote.
2. Reminder that October 15th is deadline for Library Board applications for expiring terms. Interviews will be held prior to next Library Board meeting on November 6th.

D. REPORTS DISCUSSION

1. **Board & Commission Handbook-** Ann Flournoy distributed back page of Handbook for members to sign. She will be turning them into City Hall the following day.
2. **TexShare Card Program-** Begun October 2nd with 3 patrons already signed up.
3. **Staffing Update-** Hired Cullen Dansby as Circulation Librarian to supervise circulation as well as programming & outreach. He comes from Benbrook Library with 12 years experience.

E. ADMINISTRATIVE COMMENT

1. Library Statistics-

a. Library Statistic for August included:

Walk-in/Drive-Up Users	22,131
Materials Circulated	49,580
Program Participants	2,229
Classes & Events	55
Services (Questions Answered)	3,157

b. Library Statistic for September included:

Walk-in/Drive-Up Users	21,022
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Materials Circulated	42,178
Program Participants	1,585
Classes & Events	67
Services (Questions Answered)	2,743

c. MetroShare received 501c3 status and is discussing collecting fees/fines on behalf of other partner libraries for lost items.

2. Friends of the Library- Karen Hibbs

- a. Half Price Sale Event Friday, October 6th 10am-2pm. Will feature 2 children’s authors as well as Joe Parr a local adult author.
- b. First Anniversary at Annex location/18th Anniversary of FOL Event Saturday, October 7th 10am-2pm. Hosting various artists & presentations.
- c. Katelyn McCormack inquired about Membership purposes/costs. Karen Hibbs clarified they are a contribution in support of the organization.
- d. Expense Report for September:

Income

Book Shop Sales	\$ 3,224*
Pop-Up Book Shop Sales	63
Contributions (shop & library)	30
Miscellaneous Income	24
Membership Dues	10
Interest Earned	<u>40</u>
Total Income	\$ 3,391

Expenses

Depreciation	\$ 171
WebSite	23
Miscellaneous Expenses	1,956*
Supplies & Materials	<u>53</u>
Total Expense	<u>2,203</u>

Net Income	\$ 1,188
Total Assets & Total Liability/Equity	\$67,018

**credit card transaction error & correction*

F. CITIZENS TO BE HEARD: None

G. ADJOURN

- 1. David Russell moved to adjourn, and Mary Vermette seconded the motion at 7:24 P.M.

Respectfully submitted by,
Jennifer White