

Minutes of the Library Board
Keller Texas
Monday, August 5, 2024

A. CALL THE MEETING TO ORDER- Mona Ford, Chairman, Keller Public Library Board at 7:10 P.M.

Members Present: Mona Ford—Chairman, Mary Vermette --Vice Chairman, Karen Hibbs, Michelle Hur, Rick Peters, Jennifer White--Secretary **Alternate:** Laura Alexander, Jill Foley

Members Absent: David Russell

Others Present: Ann Flournoy--Library Director, Rachel Feltenberger—Library Services Manager

B. MINUTES CONSENT

1. Karen Hibbs moved to approve the minutes of the Keller Library Board meeting July 1, 2024, as written. Mary Vermette seconded the motion. It was passed.

C. PRESENTATION

1. Friends of the Library Report-

a. Expense Report for July:

Income

| | |
|--------------------------------|-----------|
| Book Shop Sales | \$ 1,563 |
| Pop-Up Book Shop Sales | 100 |
| Contributions (shop & library) | 33 |
| Miscellaneous Income | 16 |
| Interest Earned | <u>28</u> |
| Total Income | \$ 1,740 |

Expenses

| | |
|------------------------|------------|
| Office Equipment | \$ 200 |
| Postage Expenses | 182 |
| Supplies & Materials | 41 |
| Miscellaneous Expenses | 101 |
| Depreciation | <u>171</u> |
| Total Expense | <u>695</u> |

Net Income \$ 1,045

Total Assets & Total Liability/Equity \$52,142

2. **Summer Reading Challenge Report-** Report presented by Rachel Feltenberger. Goal of Summer Reading Challenge was to encourage everyone to read. For children this will help counteract the educational ‘Summer Slide’. Consumable prizes were given with the focus in accommodating all dietary restrictions while also keeping cost per item down. There was 1,737 readers (28% increase from 2023 & highest since record participants of 2019), to date there have been 46,544 reading days logged (15% increase) with 5,516 prizes claimed. Next year’s theme will be “Color Our World”.

- 3. Summer Programming Report-** Report presented by Rachel Feltenberger. Total of 103 programs with 4,328 attendees. Story time with Mayor Mizani had 89 & was well received. Family Adventure Night had 253 attendees. Various programs had hired performers with a combined attendance of 932 participants.

D. NEW BUSINESS

- 1. New Authorized Users Procedures-** Ann Flournoy shared an update to KPL privacy practices of Authorized User Designations. This went into place on July 25th and to date has 314 patrons who filled out a card at library and 122 completing the online form.
- 2. August Events & Calendar Review-** Focus of the month is back to school. Library will be closed on Thursday, August 8th for annual training. Focus will be on team building. They will have a demonstration from the Keller Fire Department to renew their fire extinguisher certification. The library team will also have training on the new Sensory Room in the Annex.
- 3. Cancellation of September Library Board meeting due to Labor Day holiday-** Michelle Hur motioned to cancel September meeting. Laura Alexander seconded. It passed unanimously.
- 4. Sensory Room project update & Ribbon Cutting Ceremony plans-** Room is almost finished with final touches being completed. Ribbon Cutting Ceremony will be held on August 16th at 6:00p.m. Family hour long reservations will be open afterwards on Wednesdays from 3-7p.m.
- 5. Patron Feedback Procedures-** Ann Flournoy informed Board that Feedback form is live on the KPL website. Additionally, there are signs throughout the library with QR codes that direct to the form. Rachel Feltenberger will be the librarian who monitors all feedback.

E. OLD BUSINESS:

1. July Monthly Statistics Review-

| | |
|-------------------------------|--------|
| Walk-In & Drive-up Users | 23,710 |
| Materials Circulated | 21,952 |
| Program Participants | 1,983 |
| Volunteer Hours | 354 |
| Outreach Engagements | 586 |
| Services (Questions Answered) | 3,916 |
| Study Room Bookings | 173 |
| Library Card Holders | 29,826 |

F. CITIZENS TO BE HEARD: None

G. ADJOURN

- 1.** Mary Vermette moved to adjourn, and Rick Peters seconded the motion at 7:47P.M.

Respectfully submitted by,
Jennifer White