

**Minutes of the Library Board
Keller Texas
Monday August 1, 2022**

A. CALL THE MEETING TO ORDER--Mona Ford, Chair, Keller Public Library Board at 7:03 P.M.

Members Present: Mary Vermette--Vice-Chairman, Patty Alexander – Secretary, Karen Hibbs, Michelle Hur, Rick Peters, Jennifer White, **Alternates:** Katelyn McCormack.

Members Absent: Mona Ford – Chairman, David Russell

Others Present: Jana Prock – Library Director , Rich Gunter

B. MINUTES

1. Rick Peters moved to approve the minutes of the Keller Library Board meeting June 6, 2022, as written. Karen Hibbs seconded the motion. It was passed.

C. DISCUSSION

1. Friends of the Library Report - Karen Hibbs

- a. The FOL had a regular meeting in June.
- b. \$600 was designated for bags for the library
- c. \$60 was designated for a breakfast for library employees.
- d. FOL has been spending money on getting the new bookstore ready. There will be a grand opening when it is finished.

d. Expense Report for June:

| <u>Income</u> | |
|----------------------|-----------------|
| Book Shop Sales | \$ 189 |
| Contributions | 88 |
| Dues | 180 |
| Pop Up Bookstore | 133 |
| Miscellaneous | 588 |
| Interest | <u>1</u> |
| Total Income | \$ 1,179 |

| <u>Expenses</u> | |
|------------------------|----------------------|
| Volunteer Recognition | \$ 79 |
| Supplies & Materials | <u>125</u> |
| Expense | <u>204</u> |
| Net Income | \$ <u>975</u> |

e. Expense Report for July:

| <u>Income</u> | |
|-------------------|------------|
| Book Shop Sales | \$ 18 |
| Consignment Sales | 297 |
| Contributions | 21 |
| Dues | 9 |
| Pop Up Bookstore | 101 |
| Grant Income | <u>116</u> |
| Total Income | \$ 562 |

| <u>Expenses</u> | |
|------------------|---------------|
| Postage Expenses | \$ <u>166</u> |
| Total Expenses | 166 |

2. Jennifer White moved that the September 5 Library Board meeting date be - rescheduled to September 12. Rick Peters seconded the motion and it passed.

D. ADMINISTRATIVE COMMENT

1. a. Library Statistics for June included:

| | |
|-------------------------------|--------|
| Walk-in users | 14,195 |
| Materials circulated: | 38,085 |
| Programs | 50 |
| Participants | 2,338 |
| Services (Questions Answered) | 5,998 |
| Summer Reading Program: | |
| Registrations | 1,303 |
| Reading Hours | 16,202 |
| Prizes Claimed | 2,090 |

b. Library Statistics for July included:

| | |
|-------------------------------|--------|
| Walk-in users | 12,562 |
| Materials circulated: | 20,684 |
| Programs | 54 |
| Participants | 3,349 |
| Services (Questions Answered) | 4,538 |
| Summer Reading Program: | |
| Registrations | 140 |
| Reading Hours | 10,962 |
| Prizes Claimed | 1,728 |

c. Comments:

The statistics are showing a return to pre-COVID usage. The summer reading program has had excellent participation.

2. Library Employee Update:

- a. There is a job opening for a Library Clerk 2.
- b. Jill Hafner, wife of City Manager, Mark Hafner, passed away. It is requested that memorials be sent to Friends of the Library.

3. Keller Public Library calendar:

1. Upcoming events include activities for all ages: Book Buzz, Homework Lab Tutors and Back to School Hair Braiding are among the August programs that will be offered

4. Library Committees Update:

1. Materials are being ordered for the Story Walk.
2. Grand Opening Committee is meeting and waiting for the new address so inspections can be done.
3. Question about the "Family Place Library".

F. CITIZEN PRESENT: Rich Gunter

G. ADJOURN

1. Michelle Hur moved to adjourn, and Jennifer White seconded the motion at 7:22 PM.

Respectfully submitted by,
Patty Alexander