

**Minutes of the Library Board**  
**Keller Texas**  
**Monday, November 6, 2023**

**A. CALL THE MEETING TO ORDER- Mona Ford, Chair, Keller Public Library Board at 7:01 P.M.**

**Members Present:** Mona Ford--Chairman, Karen Hibbs, Michelle Hur , Rick Peters, David Russell, Mary Vermette--Vice Chairman, Jennifer White--Secretary **Alternate:** Katelyn McCormack

**Absent:** None

**Others Present:** Ann Flournoy--Library Director

**B. MINUTES CONSENT**

1. David Russell moved to approve the minutes of the Keller Library Board meeting October 2, 2023, as written. Rick Peters seconded the motion. It was passed.

**C. DISCUSSION**

1. **Boards & Commission Handbook-** All board member's signatures have been received.
2. **Staffing Update-** Cullen Dansby, Circulation Librarian, was introduced to the Board.
3. **MetroShare Fiscal Year 2023 Statistics Report-** KPL has the highest circulations, owned items, as well as borrowed items from MetroShare Libraries. This report indicates Keller citizens are benefiting greatly from MetroShare.
4. **Monthly KPL Statistics Report & Changes to report structure for FY 2024-**
  - a. The changes were made to better align with other reports submitted to City of Keller as well as Texas State Library.
  - b. Request was made to alter graphic colors for monthly usage report.
  - c. Library Statistics for October included:

Walk-In/Drive –Up Users	15,506
Materials Circulated	15,826
Program Participants	1,374
Outreach Engagements	316
Services (Questions Answered)	2,857
5. **Friends of the Library Report-**
  - a. Met on October 19<sup>th</sup> discussed having fewer half-priced sale events given numbers were down this past month.
  - b. Holiday Party to be held on December 8<sup>th</sup>
  - c. Received private grant of \$55,000 for One Book-One City, Hush booths, Smart Solar Bench, and other new ideas.
  - d. Voted to give KPL \$20,000 for Holds Lockers
  - e. Expense Report for October:

	<b><u>Income</u></b>	
	Book Shop Sales	\$ 1,564
	Pop-Up Book Shop Sales	35
	Contributions (shop & library)	90
	Miscellaneous Income	16
	Membership Dues	10
	Interest Earned	<u>34</u>
	Total Income	\$ 1,749
	<b><u>Expenses</u></b>	
	Depreciation	\$ 171
	Supplies & Materials	<u>79</u>
	Total Expense	<u>250</u>
Net Income		\$ 1,499
Total Assets & Total Liability/Equity		\$48,017

6. **TexShare Statistics Report-** Without any promotion already issuing resident & non-resident cards.
7. **Holds Lockers Update-** Received money from Friends of Library for 29 modular lockers to be bolted to the ground on front side porch of the KPL. Maintenance contract is included and life span listed at 8-10 years by the manufacturer, EnvisionWare. Estimated install date January 2024.

## **D. ADMINISTRATIVE COMMENTS**

**E. CITIZENS TO BE HEARD:** None

## **F. ADJOURN**

1. David Russell moved to adjourn, and Michelle Hur seconded the motion at 7:39 P.M.

Respectfully submitted by,  
Jennifer White