

**Minutes of the Library Board
Keller Texas
Monday April 3, 2023**

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

Members Present: Mona Ford-Chairman, Mary Vermette--Vice-Chairman, Patty Alexander – Secretary, Karen Hibbs, Michelle Hur, Rick Peters, Jennifer White

Alternates: David Russell, Katelyn McCormack

Others Present: Ann Flournoy - Head Librarian

B. MINUTES

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

C. DISCUSSION

1. Friends of the Library Report - Karen Hibbs

a. The Friends of the Library hosted a retirement party for retiring librarian, Jana Prock , on March 4th. It was well attended by Friends of the Library and the Keller Library Board. Miss Prock was very appreciative.

b. Friends of the Library has submitted the nominations for the elective positions for the coming year. Jana Prock is nominated as President.

c. Expense Report for February 2023:

Income

Book Shop Sales	\$ 1271
Consignment Sales	274
Contributions	56
Pop Up Bookstore	69
Membership Dues	35
Interest	<u>31</u>
Total Income	\$ 1736

Expenses

Depreciation	<u>\$ 171</u>
Total Expenses	\$ 171
Net Income	\$ 1565
Total Assets	\$ 54094

d. Expense Report for March 2023:

Income

Book Shop Sales	\$ 1864
Contributions	59
Grant Income	28
Pop Up Bookstore	71
Membership Dues	150
Miscellaneous Income	100
Interest	<u>34</u>
Total Income	\$ 2306

Expenses

Depreciation	\$ 171
Printing and Reproduction	55
Volunteer Recognition	48
Supplies and Materials	39
Miscellaneous Expenses	432
Total Expenses	\$ 745
Net Income	\$ 1561
Total Assets	\$ 55655

D. ADMINISTRATIVE COMMENT

1. Library Statistics

a. February

Walk-in/Drive Up users	13,417
Materials circulated:	46,055
Programs	66
Participants	1,701
Services (Questions Answered)	3,022
Top Borrower	231 Check-outs

b. March

Walk-in/Drive Up users	6,667
Materials circulated:	55,665
Programs	69
Participants	3,700
Services (Questions Answered)	3,022
Top Borrower	223 Check-outs

1. Library Employee Update

- a. There are several staffing changes with part-time and full-time positions being filled. There is an opening for a manager, a part-time cataloguer, and 2 summer intern positions. There are many applicants.

- b. **Keller Public Library Calendar:** The Calendar for April has an Earth Day emphasis.
- c. **Library Committee Updates:**
 - 1. One Book, One City will be held May.
 - 2. The Board voted for Mary Vermette to represent the Board on a Committee to review 2 books that a Patron had lodged a complaint against.
 - 3. There will be a Boards and Commissions Reception at Town Hall. RSVP is requested. Also, sign up for logo gear being given to Board members.
- d. Patty Alexander will be resigning from the Board in August.

E. PERSONS TO BE HEARD: None

G. ADJOURN

- 1. Jennifer White moved to adjourn, and Mary Vermette seconded the motion at 7:25 PM.

Respectfully submitted by,
Patty Alexander