

**Minutes of the Library Board  
Keller Texas  
Monday, February 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, Mary Vermette--Vice Chairman, Jennifer White, **Alternates:** Katelyn McCormack

**Absent:** Patty Alexander—Secretary, David Russell- Alternate

**Others Present:** Jana Prock--Library Director

**B. CONSENT**

1. Rick Peters moved to approve the minutes of the Keller Library Board meeting January 9, 2023, as written. Mary Vermette seconded the motion. It was passed.

**C. REPORTS**

**1. Friends of the Library Report- Karen Hibbs**

- a. Volunteers are now trained in Automated external defibrillators (AED)
- b. Now accepting PayPal & Credit Cards for transactions
- c. Expense Report for January:

**Income**

Book Shop Sales	\$ 1805
Consignment Sales	0
Pop-Up Book Shop Sales	133
Contributions (shop & library)	64
Membership Dues	10
Misc. Income	112
Interest Earned	<u>31</u>
Total Income	\$ 2,155

**Expenses**

Depreciation	\$ 171
Supplies & Materials	<u>54</u>
Total Expense	<u>225</u>
Net Income	\$ 1,930
Total Assets	\$58,807

**D. ADMINISTRATIVE COMMENT**

**1. Library Statistics-**

- a. Library Statistic for January included:

Walk-in/Drive-Up Users	11,194
Materials Circulated	46,267
Program Participants	2,712

**2. Library Employee Update:**

- a. Director Position- Deadline was February 3<sup>rd</sup>. There have been many applicants. Interviews will be with KPL Staff & Library Director from Bedford. There will also be interviews with Keller Department Directors.
- b. Library Technician (Part-Time) - has been selected & is going through the process before it is final.
- c. Jana Prock Retirement Parties- There will be 2 parties & Library Board is invited to both.
  1. City of Keller (Host) on February 28<sup>th</sup> held at KPL from 1-3pm
  2. Friends of the Library (Host) on March 4<sup>th</sup> held at Senior Center from 4-6pm

**3. Keller Public Library Calendar:**

February has various events planned. Jana Prock has agreed to continue leading the Lisa Harper Wood Reader's Forum through May 2023.

**4. Library Committees Update:**

- a. One Book One City- Waiting to hear about pricing for catering from FNG due to unforeseen employee passing. Jana Prock will emcee Sarah Bird "Last Dance on the Starlight Pier" to be held May 20<sup>th</sup>. Tickets will be available soon.
- b. Sensory Room Committee- Visited Christ Haven Children's Home for ideas on their sensory room. Design is coming soon.
- c. The Tail Tale- Ribbon cutting is planned end of April. The mural is planning on starting March 1<sup>st</sup> & will take @ 120-140 hrs to complete. Landscaping as well as thermoplastic wraps on sidewalk & benches will be installed shortly after the last freeze. Wendy Dunn & Cody Mayberry are overseeing this project.

5. **Committee Presentation & Celebration:** In honor of Jana Prock's 16 years of service to KPL and 44 year career, she was presented with a floral arrangement, cake, & card from the Keller Public Library Board Members.

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

**F. ADJOURN**

1. Michelle Hur moved to adjourn, and Rick Peters seconded the motion at 7:27 P.M.

Respectfully submitted by,  
Jennifer White