



**HALTOM CITY PUBLIC LIBRARY BOARD**  
4809 Haltom Road, Haltom City, TX 76117  
Board Room  
Tuesday, September 27, 2016  
6:00 p.m.

The Haltom City Public Library Board held its June regular meeting on Tuesday, September 27, 2016 in the Haltom City Public Library Board Room, 4809 Haltom Road, Haltom City, with the following Library Board members present:

Rexanne Grove, Chair  
Teresa Cabano  
Loretta DuBois  
Donna Peterson  
Bonnie Richards  
Patsy Sullivan

Absent: Terri Grizzelle  
Bette Bronstad

Also Present: Lesly M. Smith, Library Services Director  
Erica Gill, Assistant Library Services Director

**CALL TO ORDER:**

Chairman Rexanne Grove called the meeting to order at 6:05 p.m.

**ACKNOWLEDGMENT OF VISITORS:**

None.

**ITEMS OF ORDER:**

**1. Approval of Minutes**

Loretta DuBois made a motion to approve the minutes of the Library Board meeting held on July 26, 2016 with correction of the date. Donna Peterson seconded the motion. The minutes of the Library Board meeting held on July 26, 2016 were approved with corrections. The August 23, 2016 meeting was cancelled, so there were no minutes to approve.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**6. Friends of the Haltom City Public Library**

Donna Peterson made motion to move item #6, Friends of the Haltom City Public Library Report, ahead of Item #2, Action Calendar. Bonnie Richards, Secretary, seconded motion. Motion carried.

Patsy Sullivan, President of the Friends of the Haltom City Public Library, reported the following:

- National Friends of Libraries Week is October 16-22, 2016. The celebration begins on Saturday, October 15, 2016 with "All You Can Eat" Breakfast at Applebee's from 8:00 to 10:00 a.m. Tickets are \$10, and can be purchased at the Library or from members of the Friends.
- The schedule of the events for National Friends of Libraries Week:
  - o Monday, October 17, 2016: Bookmarks with famous quotes will be handed out to patrons
  - o Tuesday, October 18, 2016: Cards will be handed to patrons to write "thank you" notes to Haltom City first responders
  - o Wednesday, October 19, 2016: Donuts and thank you cards from the patrons will be delivered to fire stations and the police department
  - o Thursday, October 20, 2016: The Friends will be giving away a free paperback, children's book, VHS, or DVD to each patron
  - o Friday, October 21, 2016: Amnesty Day will be offered to patrons that return overdue or lost books and Haltom City fines will be waived for that day only.
  - o Saturday, October 22, 2016: Library "Thank You" bookmarks will be handed to all patrons in appreciation for supporting the library.
- Dusty Simmons from the Haltom City Police Department and Lt. Derek Wood of the Haltom City Fire Department visited the Friends meeting and asked for suggestions for programs for teenagers.
- A Walmart grant is being investigated to see if the Friends group qualifies.
- The next Friends of the Haltom City Public Library meeting will be October 5, 2016.

**2. Library Board Action Calendar 2016**

Chairman Rexanne Grove asked if there was anything happening that should be noted. The following items were announced:

- The scheduled staff training for October 7, 2016 was cancelled due to scheduling conflicts with the trainer.
- The Friends of the Library Fundraiser Breakfast will be held on October 15, 2016 from 8:00 to 10:00 a.m. at Applebee's.

### **3. Library Donation Budget**

Lesly Smith, Library Services Director, passed out the approved Library Donation and General Fund Budgets for FY 2017. Decision Packages for an increase in funding for library books and funding for RFID materials were not approved.

### **4. Director's Monthly Report**

Library Services Director, Lesly Smith, reported the following for the months of August and September:

- The library received the letter of official notification of accreditation from the Texas State Library and Archives Commission.
- Outreach services to daycare centers resumed in September.
- Bilingual Story Time has been extended through 2016.
- Two artists – Linda Presley (wood turning) and Sun Cox (paintings) – have their art displayed at the library for the month of September. This is co-sponsored by *Art in the City*.
- Banned Books Week is September 25-October 1, 2016. There is a thematic display of banned books on one of the display cubes.
- The Tarrant County Historical Society display was on exhibit through August.
- The library has a hands-on *Raspberry Pi* exhibit on loan from the University of Texas at Dallas. The *Raspberry Pi* is a fun way to learn about computers and computer coding for all ages.
- The *Summer Reading Club* ended on July 29, 2016. There were 1,560 registration this year (all ages) along with 73 programs (registration was not required) and 3,218 participants.
- *Ladies' Night Out (LNO)* was held on August 13, 2016. The library closed early in preparation for the event. 105 tickets were issued; around 150 people (participants, vendors, volunteers, etc.) were in attendance. It was a successful event.
- *Before Vital Records*, a genealogy workshop, was held at the Library on August 20, 2016.
- Computer Classes were offered in September with low attendance.
- GED and ESL classes are both in session again.
- Greg Van Nieuwenhuize, Public Works Director, is working to get the leak repaired. It is actually not the roof, it is a drain pipe between the roof and ceiling that is leaking.

- The electrical repair under the building is complete and all electrical outlets are now functioning.
- The meeting room carpet was cleaned and the public area of the library was spot cleaned for the Ladies' Night Out event. Because many of the meeting room carpet tiles needed to be replaced (cleaning could no longer remove the stains), it was decided not to use the carpet tiles for the meeting room, but save these tiles for the public area of the library.
- Since it is proving impossible to keep up with spills and stains in the meeting room, the meeting room and kitchenette flooring has been replaced with new Laminate Vinyl Tile (LVT). It is easy to clean and is cushioned to assist with sound.
- The Pronunciator Language Service subscription was picked up by the Texas State Library's TexShare Databases.
- The staff training day scheduled for October 7, 2016 was cancelled due to conflict with the speaker's schedule.
- The library is a voting site on Election Day, November 8, 2016. Erica Gill will open the building for election officials in the morning and Lesly Smith will close the building in the evening.
- The Tarrant County WIC Program will be available in the lobby on the third Thursday of every month to assist with sign-ups.
- The library currently has three vacant positions: Administrative Secretary, Library Page, and Librarian. A part-time, temporary position has been filled to assist with Administrative Secretary duties until that position is filled.
- Erica Gill was recruited to serve on the *Christmas on Broadway* committee.
- Linda Thompson of the Fire and Rescue Board will be selling "Back the Blue" T-shirts as a fundraiser at the library. If any remain, the library will also assist in selling them.

## **5. November and December Board Meetings**

Loretta DuBois made a motion to combine the November and December Library Board meetings and meet on November 29, 2016 at 6:00 p.m. Teresa Cabano seconded the motion. Motion carried.

### **NEXT MEETING:**

October 25, 2016.

### **ANNOUNCEMENTS/CORRESPONDENCE:**

Bonnie Richards announced that volunteers were needed for the Friends of the Library and for upcoming city events.

**ADJOURNMENT**

The meeting adjourned at 7:22 p.m.

Respectfully yours,

A handwritten signature in cursive script that reads "Bonnie Richards". The signature is written in black ink and is positioned above the printed name.

Bonnie Richards  
Secretary, Haltom City Public Library Board