



CITY OF WHITEWRIGHT
Public Library Quarterly Meeting
October 11, 2022
MINUTES

I) Call meeting to Order and Establish a Quorum

Meeting called to order at 5:01 p.m. by Vice Chair Linda Vickers.

Members Present: Traci Barr, Linda Vickers, Ashley Mickelson, Jane Ellington, Stefan Kells. Trinity Huffman arrived at 5:20 p.m.

Others Present: Chris Ely

II) Action Items

1. Approval of Minutes of July 12, 2022

Motion made by Stefan Kells to approve minutes, seconded by Traci Barr, motion carried.

III) Information Reports

1. Advisory Board and Director Concerns

a. Review of Bylaws and Policy Manual

Members received a copy of the current info to review before the January meeting, where updates and changes will be considered. Once revised and approved, they will go on to the city council for final approval, then posted on the City's web site.

2. Financial and Statistical Reports

This is the fiscal year-end review, with an explanation of line items for new members. Of note, vending machine revenue was \$1,966, Grayson County paid \$2,280 for the annual contract with WPL., copy/fax fees brought in \$979.67, and donations/special projects income was \$2,414.69.

Vending machine expense was \$1,115.81, book expense was \$2,886.08, and DVD expense was \$665.41.

An overview of the statistics was given. July door count was 840, August was 538, and September was 434.

A graph of library circulation and door count from 2002 through 2022 was presented to show overall trends. There was some discussion regarding eBook usage and its effect on circulation.

3. Director's Report

a. Vending machine update

We recently had one "coil" in the machine pop out whenever we were restocking the machine. Dustin Owens, who is in charge of building maintenance, did some repair work and it appears to be functioning now.

Due to product price increases, we've recently raised our sale prices. In general, items that were 50 cents have increased to 75 cents.

Last fiscal year, the vending machine net income was \$1,412.19.

b. Annual Sale

Annual sale is Friday, October 14th from 10 a.m. to 5:30 p.m. and Saturday, October 15th from 10 a.m. to 2 p.m. Volunteers will be setting up Monday through Wednesday, with Thursday as an additional day if needed.

Last fiscal year, the sale brought in \$1,076.16.

IV) Motion to adjourn at 5:51 p.m. made by Stefan Kells, seconded by Jane Ellington, motion carried.


Stefan Kells, Secretary

1/10/23
Date