



**CITY OF WHITEWRIGHT  
Public Library Quarterly Meeting  
October 12, 2021  
MINUTES**

**Members Present:** Stefan Kells, Trinity Huffman, Rod Earnheart, and Mike Holloway

**Others Present:** Chris Ely

**I) Call meeting to Order and Establish a Quorum**

Meeting called to order at 5:03 p.m. by Chair Rod Earnheart.

**II) Action Items**

**1. Approval of Minutes of July 27, 2021**

Motion made by Stefan Kells to approve minutes, seconded by Mike Holloway, motion carried.

**III) Information Reports**

**1. Advisory Board and Director Concerns**

**2. Financial and Statistical Reports**

In addition to the standard report from City Hall, Chris Ely also presented a brief report on fines assessed during the last four years.

2017-18 - \$341.31

2018-19 - \$338.36

2019-20 - \$142.56

2020-21 - \$71.50

The automatic renewal feature was added in late 2018, which began reducing late fines by renewing any item two times as long as there were no reserves. The last two years were impacted by the pandemic, with a reduction in circulation, fines were waived for a period, and automatic renewals eliminated fines for the majority of users.

There were over 1,000 physical checkouts each month in the previous quarter. Digital checkouts remain strong in the 400-600 range.

**3. Director's Report**

**a. Book Sale: November 12<sup>th</sup> and 13<sup>th</sup>**

This will be our first sale since 2019. We will be using 111 W Grand, and will begin setup on November 8th. We will box everything up at the end for a charity pickup.

**b. FY 2022 TSLAC accreditation**

We are now accredited for FY 2022, with no revisions to our annual report.

c. *Community Room renovation*

We have received \$3,055 in memory of Jeanie Coleman. The plan is to use the funds to renovate our community room. Chris Ely has consulted with the Mayor, City Secretary, and Public Works on the feasibility.

The project will involve installing permanent walls, new doors, paint, and new flooring. Public Works will be in charge of the renovation.

d. *Tocker Grant update*

We have received a \$8,275 grant for 2 staff computers, 2, public computers, a color copier/printer/scanner, receipt printer, a hotspot for checkout, staff use tablet, portable sound system, and a water fountain with a bottle filling station.

We did not receive full funding, as we requested 5 public computers. We are looking for other funding options to purchase 3 additional computers, which will be about \$2,500.

Supply chain issues have affected prices somewhat, but several items have been delayed for 2-4 weeks.

e. *T-Mobile Hometown Grants*

This is a new-to-me funding opportunity, “investing big in small towns by awarding up to 100 towns a year with project funding—up to \$50,000 each.”

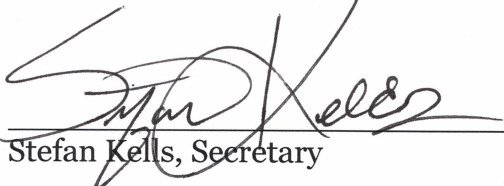
Demco (library vendor) estimates the cost of new shelving and a new circulation desk at \$40-50,000, though prices are fluctuating due to supply chain issues.

This foundation awards quarterly, so we will apply before the deadline at the end of this year. If we don't receive funding, we can apply in the next quarter. In addition, we can apply to the Hancher Foundation in August of 2022, which could

f. *New programs: Lego Club and Homeschool Program*

We have restarted in-person Storytime, and will have a program for Homeschool families on October 19th, and a LEGO Club on October 26th. These are new, but once started, we hope they will require minimal staffing.

IV) **Meeting Adjourned at 5:41 p.m.**

  
Stefan Kells, Secretary

11/11/22  
Date