



CITY OF WHITEWRIGHT
Public Library Regular Meeting
September 12, 2017
MINUTES

I) Call meeting to Order and Establish a Quorum

Meeting called to order by Chair Rod Earnheart at 5:05 p.m.

Members Present: Rod Earnheart, Mike Holloway, Bart Bodine, Vickie Stanford

Others Present: Chris Ely

II) Action Items

1. Approval of Minutes of April 11, 2017

Motion made by Mike Holloway to approve minutes. Seconded by Bart Bodine, motion carried.

2. Review circulation policies and revise if necessary

Chris Ely discussed changing circulation policies, recommending a “one size” policy no matter the material type. After reviewing area library policies, her recommendation is for all items to be checked out for a two week period, renewable twice if there’s no reserves, 10 cent per day overdue fine, with a maximum fine of \$5 per item. Motion made by Bart Bodine to accept the new policy effective October 1, 2017, seconded by Vickie Stanford, motion carried.

III) Information Reports

1. Advisory Board and Director Concerns

None.

2. Financial and Statistical Reports

Chris Ely presented the financial report, noting that grants has put the income for “Donations/Special Projects” over the original budgeted amount, while causing the “Office Supplies” expense to increase.

For June, July, and August, a total of 4,909 physical checkouts were recorded, with 947 digital checkouts and 948 uses of the public computers. There were 319 library program attendees, with 132 of those attending our Eclipse Viewing Event.

3. Director’s Report

a. Tocker Grant

A grant of \$1,000 was received to fund new programs. A portion of the funds will be used to purchase STEAM (Science, Technology, Engineering, Arts, and Mathematics) kits, which will be available for checkout.

The remaining funds will be used to purchase tabletop and card games to be used in-library, with a "game night" on Thursdays. Games will also be available to use in-library on any day, with special dates set aside during school holidays.

b. Book Sale

In April 2017, our "box sale" raised \$437.61, and we intended to have a second sale to tie in to Music on Grand, but since that was delayed, we will now have our sale in October to be a part of the Fall Festival.

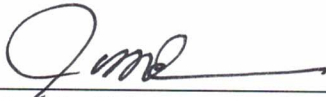
c. State Library Accreditation

After working with the City to get a better financial report, a revised annual report to TSLAC was submitted. We are now accredited for the 2017-18 FY.

d. DVD inventory update

In our inventory of DVDs on 7/31/17, we had zero items missing.

IV) Adjournment at 5:48 p.m.



Jeanie Coleman
Secretary, Library Advisory Board

11-14-17

Date