

HALTOM CITY PUBLIC LIBRARY BOARD MINUTES

4809 Haltom Road, Haltom City, TX 76117

Board Room

Tuesday February 25, 2025

6:00 p.m.

The Haltom City Public Library Board held its regular meeting on Tuesday, February 25, 2025, in the Haltom City Public Library Board Room, 4809 Haltom Road, Haltom City, with the following Library Board members present:

Rexanne Grove
Bette Bronstad
Kathryn Gunter
Amanda Hughes
Terri Grizzelle
Donna Peterson

Absent: Clare Juarez
Bonnie Richards

Also Present: Troy Dunn, City Council Contact
Erica Gill, Library Services Director
Lani Hahn, Senior Librarian

CALL TO ORDER:

Rexanne Grove called the meeting to order at 6:06 p.m.

ACKNOWLEDGEMENT OF VISITORS/CITIZENS COMMENTS:

No visitors were present.

ITEMS OF ORDER:

1. Approval of Minutes

Rexanne Grove entertained the motion to approve the minutes to approve the minutes. Kathryn Gunter made the motion to approve the minutes with the corrections to grammar. Amanda Hughes seconded the motion. The motion was approved unanimously.

2. Election of Officers

Rexanne Grove opened the discussion for the election of officers. Bette Bronstad nominated a current slate of officers to continue their duties: Rexanne Grove as Chair and Clare Juarez as Vice-Chair. Terri Grizzelle second the motion. For secretary, Terri Grizzelle nominated Kathryn Gunter. Amanda Hughes seconded the motion. All officer nominations were approved unanimously.

3. Director's Monthly Report

Before presenting her report, Erica Gill reminded the Library Board of an upcoming training session for Boards and Commissions taking place at the Haltom City Senior Center, March 3, 2025, at 6:00 p.m.

Library Services Director Erica Gill gave the following report:

- **Library Closures:** The library will be closed on the following days:
 - March 31, 2025, for Cesar Chavez Day
 - April 18, 2025, for Good Friday.
- **Public Services:** The following furniture has been ordered from Library Interiors:
 - Four lounge seats with tables, privacy walls, and power outlets (model Arcadia TooTheLounge)
 - Three single desks with privacy walls (model MooreCo. Privacy Pod)
 - Two sofas to replace damaged sofas in the public area (model T2 Eve Armless sofa).

One of the fabrics is on backorder. The delivery date will likely be in June.

The Military Museum of Fort Worth will loan the Library their Pearl Harbor display. It will likely be installed in May and be displayed for a few months.

- **Personnel:** The Senior Librarian (Children's Librarian) position has been posted, and two interviews are currently scheduled.

The library purchased an annual subscription to Empathy Studios Training with Ryan Dowd. This training platform has many on demand training sessions on various topics such as homelessness, conflict resolution and de-escalation, dealing with difficult teenagers, etc. The annual subscription costs \$799, and it was purchased through the general fund budget for Conferences and Training.

- **Programs:** All programs are listed in the monthly Programs and Events newsletter.

Appointments are still available for AARP tax aid. AARP will provide volunteers to help people file their tax returns every Thursday through April 10, 2025.

- **Outreach Services:** Outreach Librarian Alison Long continues to make homebound deliveries and hosts monthly programs at Life Care of Haltom City and the Haltom City Senior Center.
- **Collaborative Efforts:** The Hazardous Household Crud Cruiser will hold a collection event on Saturday, March 8, 2025, from 9:00 a.m. to 11:00 a.m. in the library's parking lot. There will also be a shredding truck.
- **Library Donation Fund:** A breakdown of the Library Donation Fund was provided in the board packets. The Fiscal Year End of Date reports that were provided in the board packets reflect the end of Fiscal Year 2024.
- **Legislative Updates:** Erica gave an update of bills that have been introduced into the Texas Senate and Texas House of Representatives that will impact library services if passed.

4. Friends of the HCPL Report

Terri Grizzelle gave the following report:

- The Friends held a sale of Romance paperback books in the library's foyer and Valentine's Day crafts.
- They provided items for the Edgar Allen Poe themed Teen and Adult Escape rooms held in the board room on January 31, 2025, and February 7, 2025.
- The Friends of the Library of Lewisville came and visited the Friends of HCPL and gave them high compliments.

- The Friends will have a Children's Book sale from March 3 to March 7, 2025, to celebrate Dr. Seuss' birthday. Teachers will receive 5 or 10 free books for showing their school badges.

5. Long Range Plan Update

Erica Gill gave the library board an update to the Long-Range Plan. Some of the goals that have been accomplished or are currently ongoing:

- New seating for the children's section was installed.
- New display furniture for the children's section was installed.
- A new storytime was established, Bouncing Baby Booktime. This new storytime is specifically targeted towards babes ages two and under.
- The "Read Along" collection grew by 24% from FY24 to FY25.
- "Show Up with a Grown Up" program was added to reach families in need of activities to participate with their teenagers.
- Additional funds were allocated to establish an Advantage Account in Overdrive and purchasing addition content to meet the demands of Haltom City cardholders.
- In FY25, all staff began training through Homeless Training Institute. Courses available deal with more topics than homelessness, such as harassment, mental health issues, difficult teenagers, and unattended children.

6. Attendance Requirements

Rexanne entertained the motion to excuse the absence of Clare Juarez and Bonnie Richards. Bette Bronstad made the motion to excuse their absences. Donna Peterson seconded the motion. The motion passed unanimously.

FUTURE AGENDA ITEMS:

NEXT MEETING:

The next meeting will be held on March 25, 2025, at 6:00 p.m.

ANNOUNCEMENTS/CORRESPONDENCE:

Troy Dunn gave the following announcements to the Board:

- A training session for Boards and Commissions to take place at the Haltom City Senior Center, March 3, 2025, at 6:00 p.m.
- State of the City, to take place at the Haltom City Senior Center on March 27, 2025, at 6:00 p.m.
- Coffee with the Council: An opportunity to meet with city council members and discuss thoughts and questions with citizens of Haltom City.

Flyers will be made available to the public, online and printed, about the water bill donation.

ADJOURNMENT:

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Kathryn Gunter
Secretary, Haltom City Public Library Board