

HALTOM CITY PUBLIC LIBRARY BOARD MINUTES

4809 Haltom Road, Haltom City, TX 76117

Board Room

Tuesday, March 25, 2025

6:00 p.m.

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

Bette Bronstad, Place 1
Clare Juarez, Place 2
Kathryn Gunter, Place 3
Terri Grizelle, Place 5
Donna Peterson, Place 6
Rexanne Grove, Place 8

Absent:

Amanda Hughes, Place 4
Bonnie Richards, Place 6

Also Present:

Troy Dunn, City Council Liaison
Erica Gill, Library Services Director
Lani Hahn, Senior Librarian

CALL TO ORDER

Rexanne Grove called the meeting to order at 6:02 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. Terri Grizelle made the motion to approve the minutes with corrections. Clare Juarez seconded the motion. The motion passed. The motion was voted on and approved unanimously.

2. Director's Monthly Report

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 announcements were made.
 - 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. The delivery date is still not determined.
 - Ten new computers have been purchased by the IT department. IT staff will begin installing them soon.
- **Personnel:** The Senior Librarian position has been filled. Ciera Fiedler will start on April 14, 2025. She previously worked at the Haltom City Public Library as a Library Page, Part-time Library Clerk, and Administrative Secretary. Upon receiving her Master's Degree in Library Science, she went to the Hurst Public Library, where she was a Children's Librarian for over a year.

- **Programs:** All programs are listed in the monthly Programs and Events Newsletter and on the City Calendar.
 - During the week of Spring Break, 173 people attended 4 special programs.
 - The annual Local Author Fest (formerly the Night of Romance) will take place on April 26, 2025, from 11:00 a.m. to 4:00 p.m.
- **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.
- **Library Funds:** A breakdown of the Library Donation Fund was provided in the board packets. The Fiscal Year End to Date reports that were provided in the board packets reflect the end of Fiscal Year 2024.
- **Legislative Updates:** Erica gave an update on bills that have been introduced into the Texas Legislature and Federal orders that will impact library services if passed.
- **Other News:** The Library will be a polling location for early voting from April 22 to April 29, 2025, and for election day on May 3, 2025.

It will be set up in the Adult Education Room. Only ESL classes will be canceled during that time.

3. Friends on the HCPL Report: Terri Grizelle gave the following report:

- The Children's Book Sale (with coordinating Dr. Seuss display cases) was a success. No teachers came to the free book with badge day.
- The "Flea For All" sale will take place on library grounds on May 17, 2025.
 - Donations for auction are needed by the end of April.
 - Registration is open. Spots are \$25.
 - There will be a concurrent book sale in the meeting room.
 - Advertising with large signs will take place at 4 locations.
 - Additional advertising locations are needed.

4. Review and/or Revisions to the Policy Manual:

- Revisions were made to the Proctoring Policy in regards to lateness and the right to refuse service/ release the study room or computer to other library patrons.
- Rexanne Grove entertained the motion to approve the policy update. Clare Juarez made the motion to approve the policy update. Terri Grizelle seconded the motion. The motion passed. The motion was voted on and approved unanimously.

5. Attendance Requirements:

Rexanne Grove entertained the motion to excuse the absences of Amanda Hughes and Bonnie Richards. Bette Bronstad made the motion to excuse the absences. Donna Peterson seconded the motion. The motion passed. The motion was voted on and approved unanimously.

FUTURE AGENDA ITEMS (Discussion of new items to be placed on future agenda:

None

NEXT BOARD MEETING:

The next Board Meeting will take place on April 22, 2025, at 6:00 p.m.

ANNOUNCEMENTS/CORRESPONDENCE:

The Haltom City Public Library received the “Achievement of Excellence in Libraries” Award by the Texas Municipal Library Directors Association. The Achievement of Excellence in Libraries Award is conferred annually to libraries that demonstrate consistent excellence and outstanding contributions to public library services within their communities. City Council has been asked if the award can be proclaimed at the April 28, 2025 City Council Meeting.

ADJOURNMENT:

Rexanne Grove adjourned the meeting at 6:55 p.m.