

HALTOM CITY PUBLIC LIBRARY BOARD MINUTES

4809 Haltom Road, Haltom City, TX 76117

Board Room

Tuesday, May 27, 2025

6:00 p.m.

The Haltom City Public Library Board held its regular meeting on Tuesday, May 27, 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

Amanda Hughes, Place 4

Terri Grizzelle, Place 5

Bonnie Richards, Place 6

Rexanne Grove, Place 8

Absent:

Donna Peterson, Place 7

Also Present:

Troy Dunn, City Council Liaison

Erica Gill, Library Services Director

Lani Hahn, Senior Librarian

Yno Losoya, Administrative Secretary

**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**

Terri Grizzelle made the motion to approve the minutes with corrections. Amanda Hughes seconded the motion. The motion passed. The motion was voted on and approved unanimously.

### **2. City Updates**

Councilmember Dunn provided a flyer for the Grand Reopening of North Park on Saturday, June 7, 2025, from 10:00 a.m. until 1:00 p.m. at 5220 Denton Hwy. It would be a great opportunity to promote the Library Donation Fund.

### **3. Director's Monthly Report**

Library Services Director, Erica Gill, gave the following report:

- Library Closures: The library will be closed June 19, 2025, for the observance of Juneteenth.
- Public Services: The IT Department has purchased ten new computers. IT staff will begin installing them soon.
- An offer has been accepted to fill the Part-time Library Clerk position. Their start date is to be determined.
- The Library was closed on Friday, May 23, 2025, for a staff training day. All staff received an Employee Handbook. Procedures, customer service, and Summer Reading instructions were also provided.

- There will be a storytime break between May 13 and May 30, 2025.
- The Summer Reading Club begins on June 2, 2025, and will conclude on July 25, 2025. Friends of the Haltom City Public Library sponsors the Summer Reading Club.
- The Library will have a table at the reopening of North Park on June 7, 2025, from 10:00 a.m. to 1:00 p.m.
- Erica provided an update on bills introduced into the Texas Legislature and Federal orders that will impact library services if passed.
  - TX SB412 will take effect 09/01/2025. The Collection Development policy will be updated to reflect changes.
  - TX SB 3225 is still active and has until 05/28/2025 to be considered.
- TSLAC has received its funding through FY25 (ends August 31, 2025); therefore, no cuts will be made to library services until at least August 2025.
  - Purchasing has resumed for Boundless with a smaller budget.
  - FY25 ILL Lending Reimbursement Program is open. Our request has been submitted.
  - The ILL platform, ShareIT, is funded through December 2025.
  - The TexShare databases will continue through FY26 (ends August 31, 2026) with changes. ChiltonLibrary and Gale

LegalForms, two of our most-used resources, will be removed, and Newspapers.com and Peterson's Test and Career Prep will be added.

- For FY26 (August 31, 2026) the library will submit the following requests:
  - Cubicles for five librarians and the Circulation Supervisor- \$27,105
  - Two mobile STEAM stations for children- \$1,750
  - Two AWE children's computers- \$7,000
  - Teen Area furniture- \$3,000

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

- Three of the four Free Little Libraries have been placed at the Senior Center, Pecan Park, and behind the Library. The fourth FLL will be placed at North Park.
- A Nintendo Switch gaming system was purchased for the teens for programming.
- The Flea-For-All had two trucks, a snow cone maker, and 130 vendors. They made \$5,205.
- September has North Texas Giving Day, and the Friends will be participating this year.

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

Erica presented changes to the Collection Development Policy. This Policy changes responsibility for collection development to the Library Services Director. Changes were made for clarity. Clare Juarez made a motion to pass the policy update. Bonnie Richards seconded. The motion passed. The motion was voted on and approved unanimously. One member was absent for the vote. A quorum of five voting members was maintained.

#### **5. Attendance Requirements**

Terri Grizelle made a motion to excuse Donna Peterson's absence. Clare Juarez seconded. The motion passed. The motion was voted on and approved unanimously. One member was absent for the vote. A quorum of five voting members was maintained. Absences should be reported to the library director or the administrative secretary in advance to be excused.

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

Troy Dunn, Council Liaison, will be added to future agendas to give updates to the Board.

#### **NEXT BOARD MEETING:**

The next Board Meeting will occur on June 24, 2025, at 6:00 p.m.

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**ANNOUNCEMENTS/CORRESPONDENCE:**

**ADJOURNMENT:**

Rexanne Grove adjourned the meeting at 7:25 p.m.

Respectfully Submitted,

Kathryn Gunter  
Secretary, Haltom City Public Library Board