

HALTOM CITY PUBLIC LIBRARY BOARD MINUTES

4809 Haltom Road, Haltom City, TX 76117

Board Room

Tuesday, July 22, 2025

6:00 p.m.

The Haltom City Public Library Board held its regular meeting on Tuesday, July 22nd, 2025, in the Haltom City Public Library Board Room, 4809 Haltom Road, Haltom City, with the following board members present:

Kathryn Gunter, Place 3
Amanda Hughes, Place 4
Terri Grizzelle, Place 5
Bonnie Richards, Place 6
Rexanne Grove, Place 8

Absent:

Bette Bronstad, Place 1
Clare Juarez, Place 2
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 6:07 p.m.

ACKNOWLEDGEMENT OF VISITORS/CITIZENS' COMMENTS

No visitors were present.

ITEMS OF ORDER

1. Approval of Minutes

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

2. City Updates

Councilman Dunn gave a handout on the “E to the 4th Power” organizational cultural training. The sessions will be on July 30th from 9:00 a.m. to 11:00 a.m., August 6th from 1:30 p.m. to 3:30 p.m., August 7th from 9:00 a.m. to 11:00 a.m., and August 13th from 6:00 p.m. to 8:00 p.m. At the evening training, refreshments will be available from 5:30 p.m. to 6:00 p.m.

Burgers and Bingo is at the Senior Center, benefiting Friends Helping Friends, on August 23rd at 6:00 p.m.

City Hall Hours are now Monday through Thursday from 7:30 a.m. until 6:00 p.m. City Hall will be closed on Fridays.

The next “Coffee with Council” is at the American Legion on August 9th from 9:00 a.m. until 11:00 a.m.

3. Director's Monthly Report

Public Services

The new furniture for the public reading is ready to be delivered, but the delivery has been delayed. The translator device has arrived, which will help staff assist patrons who do not speak English. The fiction section has been reorganized, and new shelf labels have been made.

Programs

There will be a storytime break from July 29 through August 12. There will be a break in Teen programs from August 1 through August 13, 2025. Sensory Playdate will return as Second Monday Sensory and will be held on the 2nd Monday of the month beginning August 11, 2025.

A pop-up program is scheduled for August 12 from 3:00 to 4:00 p.m. for children in kindergarten through 5th grade. A pop-up program does not have a regularly scheduled date or time. This program will be Record Painting for National Vinyl Record Day. Participants will be given a vinyl record to paint.

Mental Health Monday is a new program for adults held once a month on Monday evening. A presenter is available to help with finding resources for mental health, tips for dealing with stress, with mental health issues, and more. The next one will be August 11 at 6:30 p.m.

In preparation for the Halloween Costume Swap, the library will begin taking costume donations in August.

Summer Reading

The Summer Reading has been very successful so far, with the last day being Friday, July 25, 2025. As of July 12, 2025:

- 11,340 people have visited the library.
- 332 people have signed up for new library cards.
- 7,731 items have been checked out at the Haltom City Public Library. 2,052 people attended 57 programs at the library.
- 647 people attended 15 outreach programs.
- 760 people have registered for the reading program and logged 9,351 days of reading.

The Summer Reading Finale will be on Friday, July 25, 2025, from 6:30 to 8:00 p.m. There will be bounce houses, carnival games, free popcorn and popsicles, and a food truck for food purchases. Following the conclusion of Summer Reading, a survey will be conducted to assess how the program went and to gather insights for next year.

Outreach Services

Librarian Alison Long will be at Birdville Refresh to register students for a library card and promote the library's programs and services.

Building Services

The biannual carpet cleaning was completed on Sunday, July 20, 2025.

Texas Book Festival Grant

The library has received the \$2,500 check for the Texas Book Festival Grant. The books have been ordered.

Collaborative Efforts

Birdville PTA has a Summer Sock Drive box in the library.

Goodwill is offering an intermediate-level ESL class on Mondays and Wednesdays from 10:30 to 1:30. The beginner class will now be held on Tuesdays and Thursdays from 10:30 to 1:30. Goodwill teachers will test new students to determine which class is best for them.

4. Friends on the HCPL Report:

The Friends are collecting baskets for the fundraising auction on September 20th, 2025. There will not be a book sale at the September Flea-For-All. All booths will be outside.

5. Review and/or Revisions to the Policy Manual

Changes were made to the Policy for clarity and grammar. Kathryn Gunter made a motion to approve the new policy. Terri Grizzelle seconded. The motion passed. The motion was voted on and approved unanimously.

6. Attendance Requirements

Kathryn Gunter made a motion to excuse the absences of Bette

Bronstad, Clare Juarez, and Donna Peterson. Terri Grizzelle seconded. The motion passed. The motion was voted on and approved unanimously. 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:

Policy Review items will be looked at on future agendas. The Secretary position will need to be filled in an upcoming meeting.

NEXT BOARD MEETING:

The next Board Meeting will occur on August 26, 2025, at 6:00 p.m.

ANNOUNCEMENTS/CORRESPONDENCE:

There were no announcements or correspondence.

ADJOURNMENT:

Rexanne Grove adjourned the meeting at 6:53 p.m.

Respectfully Submitted

Kathryn Gunter
Secretary, Haltom City Public Library Board

Library Organizations:

TLA: Texas Library Association

TLA is an independent professional organization supporting libraries throughout Texas with training, support, and advocacy.

TSLAC: Texas State Library and Archives Commission.

TSLAC is a state government agency that serves as the official library and archives of Texas. It also supports libraries throughout Texas by providing services, databases, and grants.

IMLS: Institute of Museum and Library Services

IMLS is an independent agency of the United States federal government for providing grants to libraries and museums.