

HALTOM CITY PUBLIC LIBRARY BOARD MINUTES

4809 Haltom Road, Haltom City, TX 76117

Board Room

Tuesday, August 26th, 2025

6:00 p.m.

The Haltom City Public Library Board held its regular meeting on Tuesday, August 26th, 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 Grizzelle, Place 5

Bonnie Richards, Place 6

Rexanne Grove, Place 8

Absent:

Amanda Hughes, Place 4

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 6:04 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. Clare Juarez seconded the motion. The motion passed. The motion was voted on and approved unanimously.

2. City Updates

Councilman Dunn gave a handout on What's Happening- August Report.

Thursday August 28, 2025 will be an Emergency Management 101 class at the Haltom City Public Library at 6:30 p.m.

The Council Final Budget Workshop will be Tuesday, September 2, 2025 at City Hall at 6:00 p.m. Haltom City has the lowest tax rate for itself in 20 years.

Haltom Homecoming Parade will march from the old city hall to the BISD coliseum along Broadway on Thursday, September 4, 2025.

The First Annual Business Appreciation Luncheon will take place at Diamond Oaks Country Club on Wednesday, October 8th at 11:30 a.m.

3. Director's Monthly Report

Library Board Updates

Clare Juarez and Donna Peterson were reappointed to the Library Board at the July 28, 2025, City Council meeting.

Public Services

- The new furniture was delivered and installed on August 11, 2025. The furniture that was removed has been sent to auction. The auction will end on September 3, 2025.
- The translator device, Translate Live, has arrived, which will help staff assist patrons that do not speak English.
- The fiction section has been reorganized, and new shelf labels have been made.
- Beginning September 1, 2025, guest passes to use the public computers will no longer be given to children under 18.

Programs

In preparation for the Halloween Costume Swap, the library is currently taking donations of costumes. The Friends of the Haltom City Public Library gave the Library a check for \$500 to purchase candy for Hooowling Halloween.

Summer Reading

- The Summer Reading concluded with the Summer Reading File on July 25, 2025. This summer:
 - 11,340 people visited the library.
 - 437 people signed up for new library cards.
 - 10,319 items were checked out at the Haltom City Public Library.
 - 2,779 people attended 76 programs at the library.
 - 844 people attended 23 outreach programs.
 - 821 people registered for the reading program and logged 23,517 days of reading.
- A survey was conducted to assess how the program went and to gather insights for next year. Thirty-nine people completed the survey. Results of the survey included:
 - 97.4% of respondents stated they are likely to participate in Summer Reading next year.
 - 84.6% of respondents stated they heard about the Summer Reading program at the library, 23.1% stated they heard about the program from Facebook, and 12.8% heard about it at school.
 - 71.8% of respondents ranked their experience using Beanstack to log their reading as Excellent or Good, with no one responding that it was poor. 15.4% stated they did not use Beanstack.

Outreach Services

Outreach Librarian Alison Long attended Birdville Refresh on July 26, 2025, to register students for a library card and promote the library's programs and services.

Building Services

The hand dryers in the public restrooms have been replaced.

Staff Updates

Part-time Library Clerk Samantha Zuniga's last day was August 7, 2025.

Texas Book Festival Grant

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

Collaborative Efforts

The Library will be a partner again this year for National Voter Registration Day held on September 16, 2025. Staff and volunteers will help patrons check their voter registration status and help people register to vote.

4. Friends on the HCPL Report:

A Star Trek and Star Wars display is currently in the glass display cases inside the library.

There is one Little Free Library left to install. The date has not been set yet.

North Texas Giving Day will be on September 18th. Spread the word and encourage people to donate to The Friends of The Haltom City Public Library.

The Flea-For-All will be on September 20th from 10 a.m. to 3:00 p.m. on the Haltom City Public Library grounds. There will be a pop truck and popcorn station. Fifty-three vendors have registered for booths so far.

The Friends will have a crafts booth. Night Needlers, the crafting program at the Library, donated items for sale.

5. Review and/or Revisions to the Policy Manual

Changes were made to the Library Conduct and Attire Policy and the Unattended Children Policy for clarity and grammar. Updates for new standards were included. 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 absence of Amanda Hughes. Bette Bronstad seconded. The motion passed. The motion was voted on and approved unanimously.

Kathryn Gunter made a motion not to excuse the absence of Donna Peterson. Terri Grizzelle seconded. The motion passed with four ayes and one abstention. Guidance was given on if there is a way to update absences after the fact when not known prior. 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:

The Secretary position will need to be filled in an upcoming meeting due to Kathryn Gunter's upcoming resignation from the Library Board.

NEXT BOARD MEETING:

The next Board Meeting will occur on September 23, 2025, at 6:00 p.m.

ANNOUNCEMENTS/CORRESPONDENCE:

Kathryn Gunter let the Board know she will be tendering her resignation for Place 3.

ADJOURNMENT:

Rexanne Grove adjourned the meeting at 7:21 p.m.

Respectfully submitted,

Ynosente Losoya
Administrative Secretary, Haltom City Public Library

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.