

LIBRARY BOARD

MEETING AGENDA

OCTOBER 29, 2026, 6:45 PM

LIBRARY BOARD REGULAR MEETING

LIBRARY BUILDING - 501 BOLIVAR STREET, SANGER, TEXAS



CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

CITIZENS COMMENTS

This is an opportunity for citizens to address the Board on any matter. Comments related to public hearings will be heard when the specific hearing begins. Citizens are allowed 3 minutes to speak. Each speaker must complete the Speaker's Form and include the topic(s) to be presented. Citizens who wish to address the Board with regard to matters on the agenda will be received at the time the item is considered. The Board is not allowed to converse, deliberate or take action on any matter presented during citizen input.

LIBRARIAN'S REPORT

- [1.](#) Librarian's Report

CONSENT AGENDA

All items on the Consent Agenda will be acted upon by one vote without being discussed separately unless requested by a Board member to remove the item(s) for additional discussion. Any items removed from the Consent Agenda will be taken up for individual consideration.

- [2.](#) Consideration and possible action on library board minutes from 11/4/25.

- [3.](#) Consideration and possible action on library board minutes from 03/4/26.

ACTION ITEMS

- [4.](#) Consideration and possible action on updating the library's study spaces policy.
- [5.](#) Consideration and possible action on updating the library's hotspot policy.
- [6.](#) Consideration and possible action on electing board officers

FUTURE AGENDA ITEMS

The purpose of this item is to allow the Chair and Board members to bring forward items they wish to discuss at a future meeting, A Board member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting. Items may be placed on a future meeting agenda with a consensus of the Board or at the call of the Chair.

INFORMATIONAL ITEMS

Information Items are for informational purposes only. No action may be taken on items listed under this portion of the agenda.

ADJOURN

NOTE: The Board reserves the right to adjourn into Executive Session as authorized by Texas Government Code, Section 551.001, et seq. (The Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.087 of the Texas Open Meetings Act.

CERTIFICATION

I certify that a copy of this meeting notice was posted on the bulletin board at the Library that is readily accessible to the general public at all times and was posted on the City of Sanger website on October 22, 2025, at 4:00 PM.

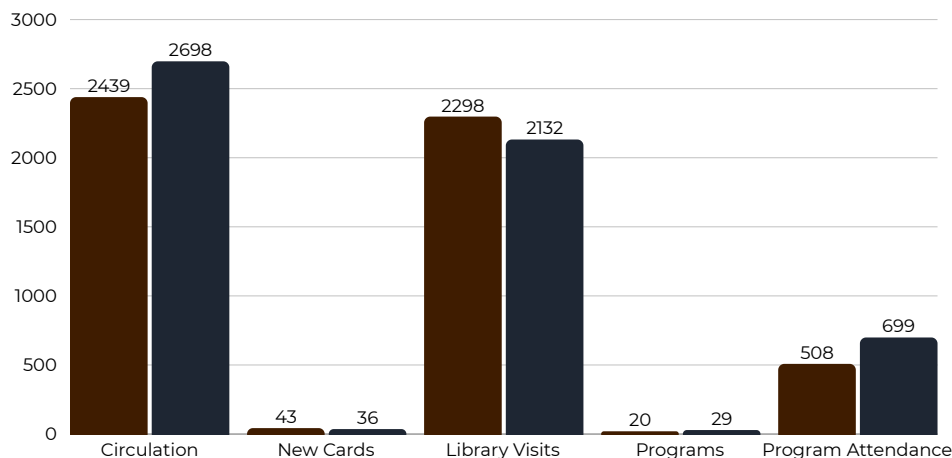
_____/s/
Laura Klenke, Librarian

The Library is wheelchair accessible. Request for additional accommodations or sign interpretation or other special assistance for disabled attendees must be requested 48 hours prior to the meeting by contacting the City Secretary's Office at 940.458.7930.

Monthly Report - February 2026

February
Monthly Stats

● 2025 ● 2026



Monthly Stats:

	% chg from previous year
Circulation	-4.4%
New Cards	-34.0%
Library Visits	-20.9%
Programs	45%
Program Attendance	-21.7%

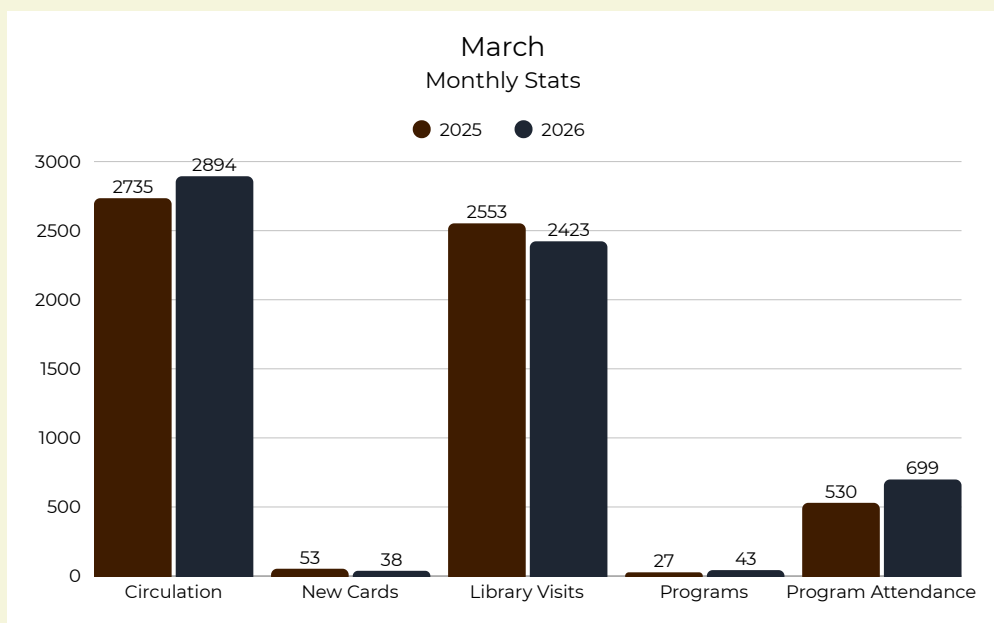
Monthly Highlights:

- We are a proud recipient of the 2025 Achievement of Excellence in Libraries Award from the Texas Municipal Library Directors Association.
- We started out the month with kids pottery classes. It was a hit with the kids. They were able to make a variety of fun creations - cups, mushrooms, trays and swords.
- Back by popular demand, we had video games at the library! Teens played mario kart and super smash bros. with our new switch 2! Everyone had a blast!
- Love your pet day was February 20th! We had a popup event to celebrate. Participants got in touch with their creative side and painted pet portraits of their very own pets!

Featured Programs:



Monthly Report - March 2026

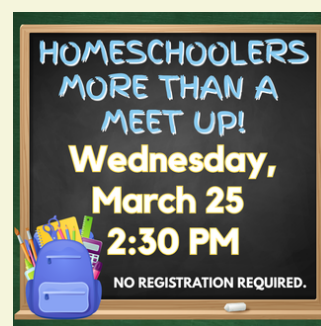
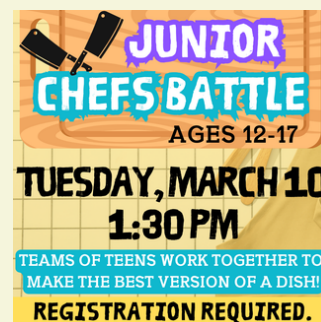
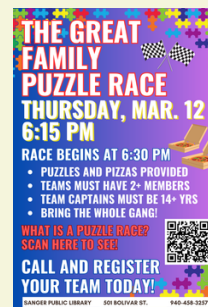


Monthly Stats:

	% chg from previous year
Circulation	-4.4%
New Cards	-34.0%
Library Visits	-20.9%
Programs	59%
Program Attendance	-21.7%

Monthly Highlights:

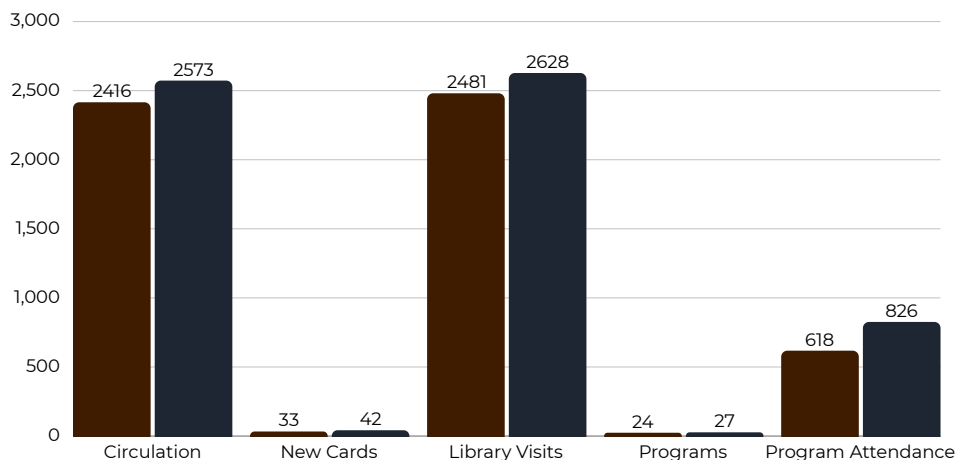
- We started off March with Dr. Seuss week! We had a variety of activities - Little Can Cook, Seuss Painting, Seuss movies, etc. Kids had a fantastic time getting in the Seuss spirit!
- Teens teamed up to make the best dish using the same ingredients during the Junior Chef's Battle! Our special judges from Police and HR critiqued the teen's creations
- The Great Family Puzzle Race brought several families together for a night of puzzles, pizza and FUN!
- We relaunched our homeschool meetup in March! We were excited to have new families come and learn about all the new resources at the library as well as meet new friends



Monthly Report - April 2026

April
Monthly Stats

● 2025 ● 2026



Monthly Stats:

	% chg from previous year
Circulation	6.5%
New Cards	27%
Library Visits	5.9%
Programs	12.5%
Program Attendance	33.6%

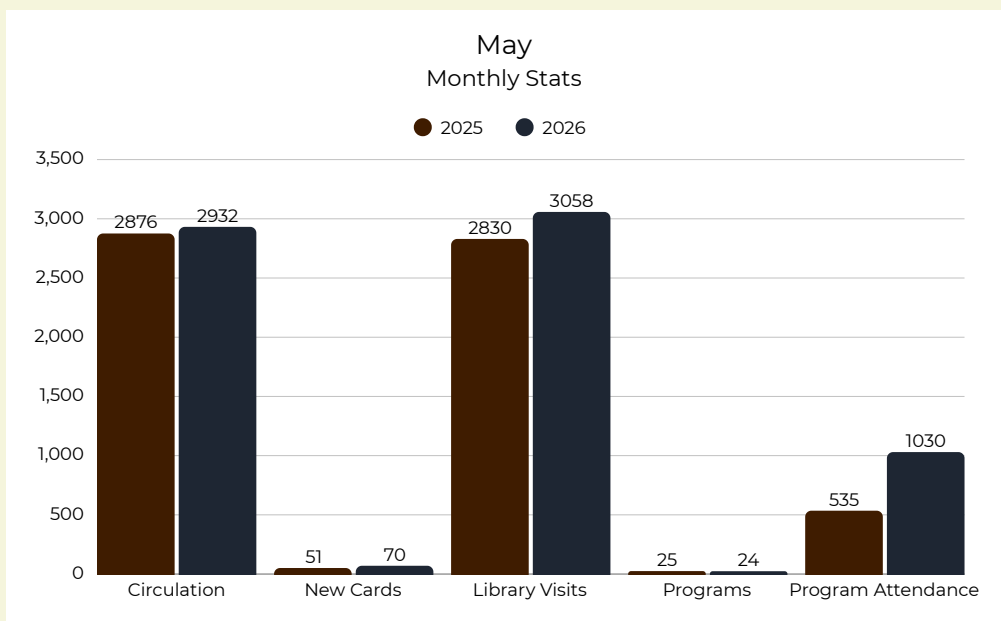
Monthly Highlights:

- We celebrated our 4th annual Art Exhibition on April 9th. The evening showcased the many talented artists. We had a total of 56 submissions from all age groups.
- Friends of the Library sponsored our first “Book Club At the Movies”. Book club members gathered to watch Project Hail Mary. It was very well received and was a highly anticipated event for book club!
- We had a special visit and party from our favorite friends - Elephant and Piggie! Families had a fantastic time hanging out with Elephant and Piggie, indulging in cake, and most importantly having fun!
- We ended the month with our aluminum pour. Families had a chance to create a design in a sand cast and then watch as aluminum is pour in to create their very own unique art piece.

Featured Programs:



Monthly Report - May 2026



Monthly Stats:

	% chg from previous year
Circulation	1.95%
New Cards	37.25%
Library Visits	8.06%
Programs	-.014%
Program Attendance	92.5%

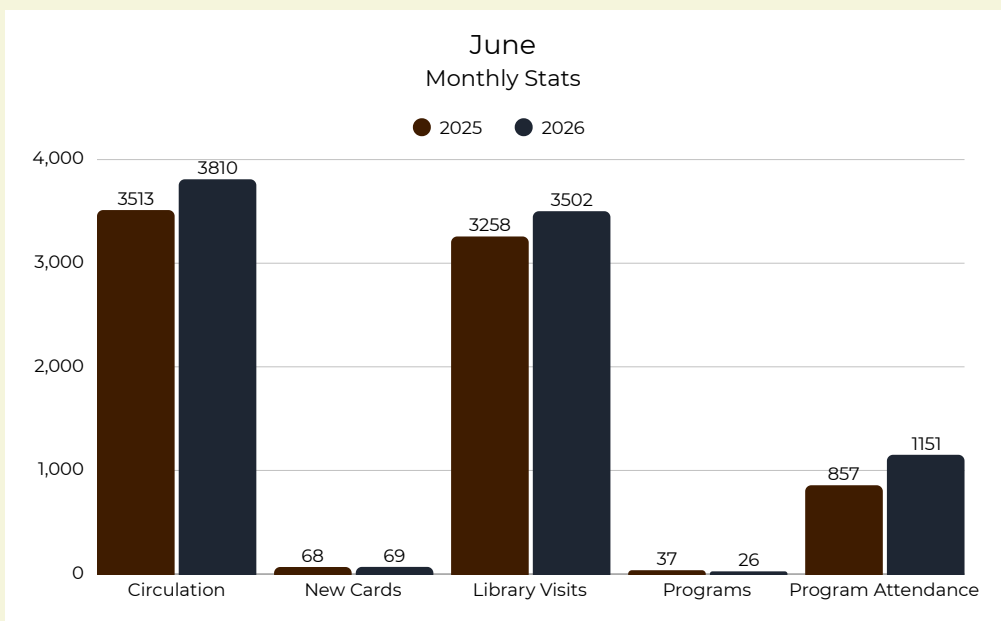
Monthly Highlights:

- We learned all about animals with the Heard Museum! They brought a ferret, snake, and millipede. Families enjoyed seeing each animal in person.
- We had a blast during Star Wars Week! We had a variety of activities (buttons, crafts, legos) for families to enjoy. We ended the week with a Star Wars meet and greet with the fantastic Mando Mercs Costume Club.
- We celebrated Asian American Pacific Islander month with a special Kids Can Cook! We made two Japanese dishes - okonomiyaki (a savory cabbage pancake) and onigiri (rice ball). We tasted many new foods - including a dried squid!
- We kicked off our Summer Reading Program with a mini carnival featuring the Perot tech truck, games and carnival snacks!

Featured Programs:



Monthly Report - June 2026



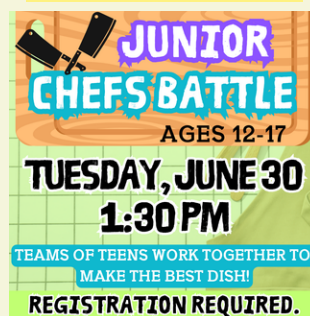
Monthly Stats:

	% chg from previous year
Circulation	8.45%
New Cards	-.014%
Library Visits	7.49%
Programs	-29.7%
Program Attendance	35%

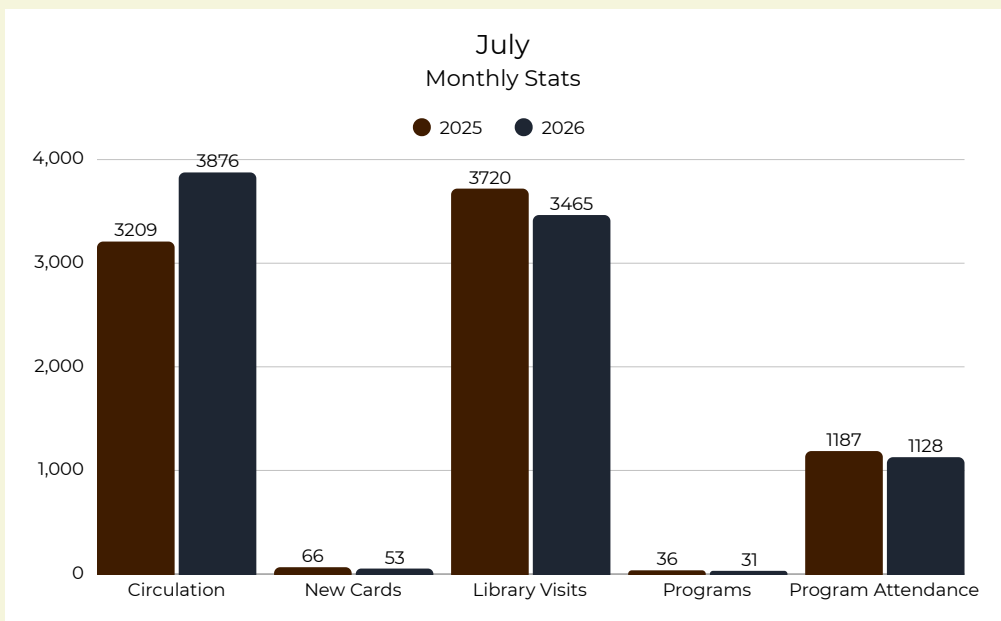
Monthly Highlights:

- We teamed up with the Fort Worth Museum of Science and History for Dino Thursdays! Each week featured a new dino themed topic. It was a big hit with families and children of all ages.
- We had a unique twist to our regular favorite - Junior Chefs Battle! This time teams were tasked with creating a diorama out of surprise special ingredients. Our special judges from Finance and HR critiqued the teen's creations.
- Beginner Sewing Classes were taught by our talented volunteer Lisa Collins, with assistance from additional library volunteers. The teens and adults created a variety of projects such as pillowcases, bookmarks, and tote bag.
- Our special guest storytimes were well attended. The water department made their storytime debut. The kids were fascinated with the digger equipment and the crew enjoyed explaining all the ways the repair and fix water leaks.

Featured Programs:



Monthly Report - July 2026



Monthly Stats:

	% chg from previous year
Circulation	17.2%
New Cards	- 19.7%
Library Visits	- 6.85 %
Programs	-13.89%
Program Attendance	-4.97%

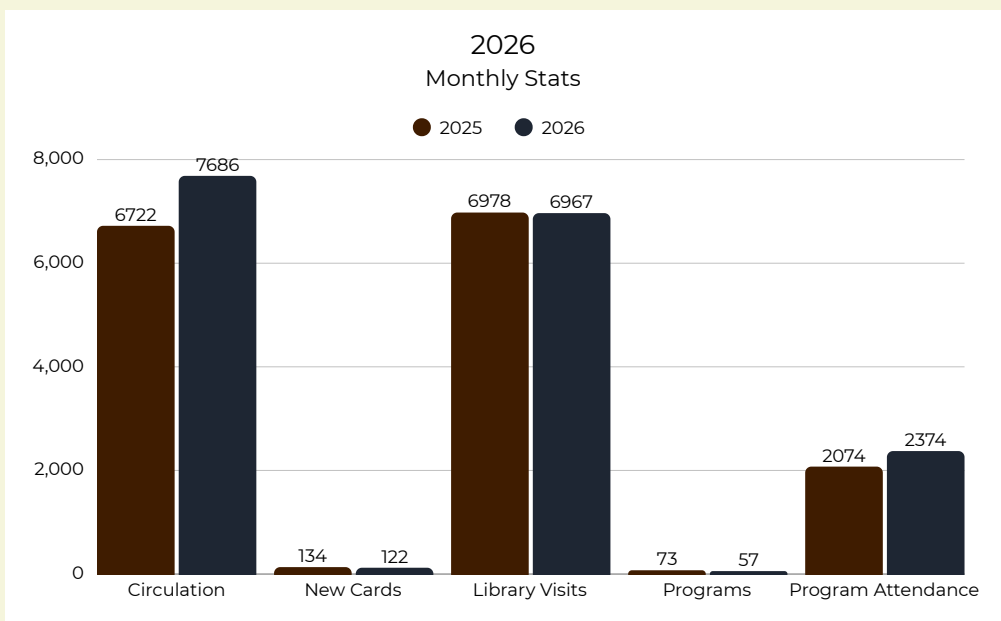
Monthly Highlights:

- The Heard Museum had a variety of animal ambassadors for their July program. We enjoyed seeing a variety of animals including a snake and ferret.
- We had a special kids can cook event featuring Dragons Love Tacos. MaDonna read the story and kids created their very own tacos to lively taco themed music.
- Our amazing volunteer Steve Parker was very kind to teach Spanish classes for the month of July.
- We welcomed Brett Roberts back to the library for his Dinosaur Adventure puppet program. Kids enjoyed his humorous jokes and dinosaur facts.
- Teens added their very own creative touch to our library bookends and painted characters and scenes from Beauty and the Beast, Hunger Games, Anne of Green Gables.
- Families celebrated Godzilla Day with button making, movie showing and Godzilla City Stomp complete with army tanks and buildings.

Featured Programs:



Summer Reading Program Statistics - 2026



Monthly Stats:

	% chg from previous year
Circulation	14%
New Cards	-14%
Library Visits	-.16%
Programs	-22%
Program Attendance	14.5%

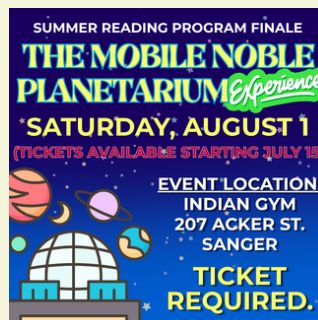
Program Highlights:

Our Summer Reading Program Finale featured the Mobile Nobel Planetarium! Sanger ISD was kind enough to let us use the Indian Gym for our finale.

Everyone had a fantastic time learning about the night sky and constellations. Afterwards they were treated to snow cones from Kona Ice!

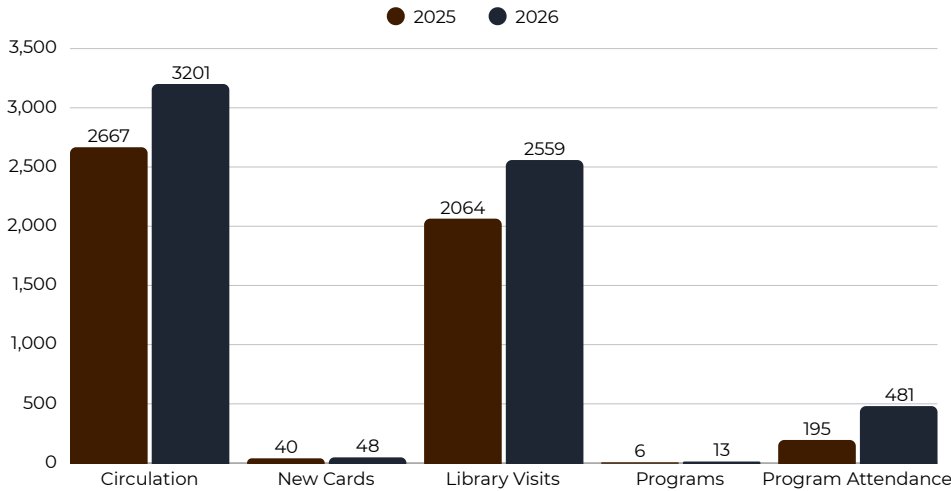
58 Programs with a total attendance of 2,373.

- 518 Registered for the Summer Reading Program.
- 10% increase in overall registrations.
- 166% increase in the number of birth-5 year olds logged reading from 2025.
- 100% increase in the number of 6-11 year olds who logged reading from 2025.



Monthly Report - August 2026

August
Monthly Stats



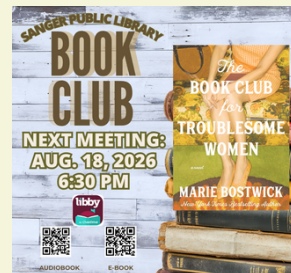
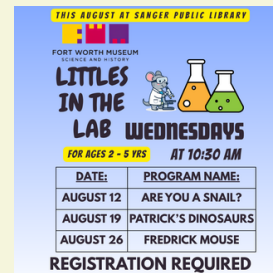
Monthly Stats:

	% chg from previous year
Circulation	20%
New Cards	20%
Library Visits	24%
Programs	117%
Program Attendance	147%

Monthly Highlights:

- We typically take a break from our youth program for the month of August. We decided to approach things differently this year and welcomed the Ft. Worth Science and History Museum back for preschool science programming. Littles in the Lab was a huge hit! The preschoolers interacted with snails, learned about dinosaurs and Frederick the Mouse!
- Book Club had a virtual author visit with Marie Bostwick. We had an opportunity to visit with the author and discuss her book *The Book Club for Troublesome Women*. It was well attended and we will be looking to book a similar event next year.
- We celebrated the accomplishment of our Excel High School student Ashley Needham. He successfully completed all course work and received his high school diploma. We acknowledged his commitment to his education and celebrated at the August council meeting on August 16th!

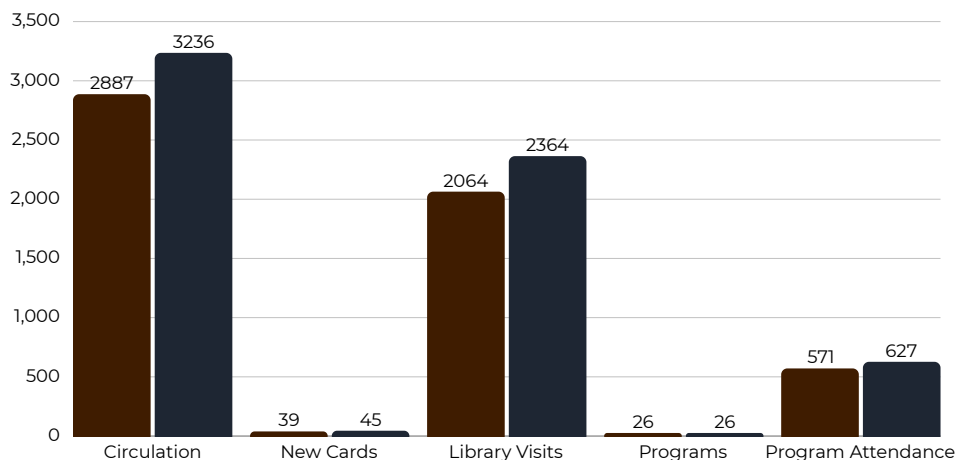
Featured Programs:



Monthly Report - September 2026

September
Monthly Stats

● 2025 ● 2026



Monthly Stats:

	% chg from previous year
Circulation	12%
New Cards	15%
Library Visits	14.5%
Programs	0%
Program Attendance	9.8%

Monthly Highlights:

- We started off the month getting ready for homecoming 2026! Families and teens were invited to get your spirit on! They made DIY mini mums, spirit bracelets and cowbells for homecoming. It was very well received with a group of teens coming to celebrate!
- Our homeschoolers meetup featured circuit building with CoServ! Kids learned how to build a variety of different electrical circuits.
- The Great Family Puzzle Race brought several families together for a night of puzzles, pizza and FUN!
- Kids had an awesome time with Brett Roberts at both the Lego Races and Lego Mini Figure programs. Kids had an opportunity to race Lego cars on a fast track and test the STEM reasoning skills using Lego mini figures.
- We welcomed back Salsa Jo back for the intro to salsa dancing class for Hispanic Heritage month.

Featured Programs:





LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026
FROM: Laura Klenke, Library Director
AGENDA ITEM: Librarian's Report

SUMMARY:

Monthly statistics and summaries from February 2026 - September 2026.

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

N/A

ATTACHMENTS:

Librarians report 10-28-26.pdf

LIBRARY BOARD MEETING MINUTES

NOVEMBER 4, 2025 6:45 PM

LIBRARY BOARD REGULAR MEETING

LIBRARY BUILDING - 501 BOLIVAR STREET, SANGER, TEXAS



Board Chair called the meeting to order at 6:57 p.m.

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

LIBRARY BOARD MEMBERS PRESENT

Board Member, Place 1	Alex Lynn
Board Member Chair, Place 2	
Board Member Chair, Place 3	Sherri Wood
Board Member, Place 4	Libby Dorn
Board Member, Place 5	

BOARD MEMBERS ABSENT

Sally Amendola

STAFFMEMBERS PRESENT:

Laura Klenke, Librarian

CITIZENS COMMENTS

No one addressed the Board.

LIBRARIAN'S REPORT

Librarian Klenke provided an overview of the report.

Discussion ensued regarding consideration and possible action on library board minutes from 05/21/2025; however Board Member, Chair 1, Alex Lynn was not present at that meeting.

Update on annual review and reports.

Upcoming events for Winter schedule.

CONSENT AGENDA

All items on the Consent Agenda will be acted upon by one vote without being discussed separately unless requested by a Board member to remove the item(s) for additional discussion. Any items removed from the Consent Agenda will be taken up for individual consideration.

1. Consideration and possible action on library board minutes from 05/21/25

Motion to table made by Board Member Dorn, Seconded by Board Member Wood
Voting Yea: Board Member Lynn.
Motion passed unanimously.

ACTION ITEMS

2. Consideration and possible action on updating circulation policy and procedures.

Discussion ensued regarding consideration and possible action on updating circulation policy and procedures. Edits to improve clarity on this topic to ensure clear and concise procedures.

Motion to approve circulation policy made by Board Member Wood, Seconded by Board Member Dorn.
Voting Yea: Board Member Lynn.
Motion passed unanimously.

FUTURE AGENDA ITEMS

None identified at this time.

INFORMATIONAL ITEMS

No additional discussion.

ADJOURN

There being no further business, board member Lynn adjourned the meeting at 8:00 p.m.

Alex Lynn, Chair

Libby Dorn, Board Secretary



LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026

FROM: Laura Klenke, Library Director

AGENDA ITEM: Consideration and possible action on library board minutes from 11/4/25.

SUMMARY:

N/A

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

Approve the November 4, 2025, meeting minutes.

ATTACHMENTS:

Meeting minutes

LIBRARY BOARD

MEETING MINUTES

MARCH 4, 2026, 6:45 PM



LIBRARY BOARD REGULAR MEETING

LIBRARY BUILDING - 501 BOLIVAR STREET, SANGER, TEXAS

Board Member Wood called the meeting to order at 6:54 p.m.

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

LIBRARY BOARD MEMBERS PRESENT

Board Member, Place 2	Sally Amendola
Board Member, Place 3	Sherri Wood
Board Member, Place 4	Libby Dorn
Board Member, Place 5	Nalani Pynaert

BOARD MEMBERS ABSENT

Board Member, Chair, Place 1 Alex Lynn (Hamilton)

STAFF MEMBERS PRESENT:

Laura Klenke, Librarian

CITIZENS COMMENTS

No one addressed the Board.

LIBRARIAN'S REPORT

Librarian Klenke provided an overview of the report.

Discussion ensued consideration and possible action on library board minutes from 11/04/2025; however, Board Member, Chair 1, Alex Lynn was not present at that meeting.

Update on previous events that continue to have increased attendance (Stay Warm Drive, Winter Reading Program, Book Club Kits).

Discussion ensued in regard to adding more shelving units and to explore possible grants to cover costs. Additionally, discussed exploring possible bond program, gaining support from community to increase library space.

Discussion ensued regarding rewriting staff job descriptions to better represent their work responsibilities and work demands.

Upcoming events are going to include but not limited to: TWU period party in April, summer reading club, and tax preparation.

Discussion ensued regarding a recent patron material concern. Librarian Klenke was in the process of discussing the matter with the patron. Update will be provided at the next meeting.

CONSENT AGENDA

1. Consideration and possible action on library board minutes from May 21, 2025.

Motion to consider and approve on library board minutes from May 21, 2025, made by Board Member Dorn, Seconded by Board Member Amendola.

Voting Yea: Board Member Wood.

Motion passed unanimously.

ACTION ITEMS

Discussion ensued regarding consideration and possible action on library goals, objectives, and next steps for strategic and long-range planning.

Motion to continue to work on draft of library goals and objectives by next meeting approved by Board Member Wood, Seconded by Board Member Amendola.

Voting Yea: Board Member Dorn and Board Member Pynaert.

Motion passed unanimously.

FUTURE AGENDA ITEMS

Board member Dorn requested to have a discussion next meeting about appointing Board Member, Place 5, Nalani Pynaert, as Board Secretary.

No additional discussion.

ADJOURN

There being no further business, Member Wood adjourned the meeting 8:02 p.m.

Alex Lynn, Chair

Libby Dorn, Board Secretary



LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026

FROM: Laura Klenke, Library Director

AGENDA ITEM: Consideration and possible action on library board minutes from 03/4/26.

SUMMARY:

N/A

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

Approve the March 4, 2026, meeting minutes.

ATTACHMENTS:

Meeting minutes

Sanger Public Library Study Spaces Policy

Purpose:

The Sanger Public Library provides designated study spaces to support quiet study, collaborative work, and academic or professional research. Use of these study spaces is a privilege offered in support of the Library's mission to foster learning and community engagement.

1. Eligibility & Access

- 1.1 Study spaces are available on a first-come, first-served basis or by reservation, depending on availability.
- 1.2 A valid library card or photo ID is required to reserve a space.
- 1.3 Spaces are intended for individual or small group use, up to the maximum posted occupancy limit.

2. Reservations

- 2.1 Spaces may be reserved up to 7 days in advance.
- 2.2 Reservations are held 15 minutes past the start time; after that, the space may be released for other users.
- 2.3 Walk-in use is permitted when the space is not actively reserved.

3. Use Guidelines

- 3.1 Each individual or group may use a study space for up to two (2) hours a day with a weekly limit of no more than four (4) hours a week total.
- 3.2 The individual who reserves or uses the space is held responsible for the condition of the space and its contents.
- 3.2 Covered beverages and light snack foods are permitted. Users are responsible for disposing of all trash and maintaining a clean area.
- 3.3 Messy foods, full meals, or foods with strong odors are prohibited.
- 3.4 Users must vacate the space on time and leave it in good condition.

- 3.5 Study spaces are sound dampened but not fully soundproof. Please keep noise to a respectful level.
- 3.5 Furniture, fixtures, equipment and enclosed components may not be moved, altered or modified.

4. Prohibited Uses

- 4.1 Solicitation or campaigning for commercial or fundraising purposes is strictly prohibited on library premises.
- 4.2 No monetary transactions, including but not limited to buying, selling, or exchanging goods or services, are permitted on library premises.

5. Conduct

- 5.1 All library policies, including the Library Behavior Policy, apply to the use of all study spaces.
- 5.2 Library staff reserve the right to cancel a reservation or deny access due to disruptive behavior or policy violations.
- 5.3 Failure to abide by the Library's Study Space Policies and rules may result in loss of study space privileges.

6. Additional Usage Terms

- 6.1 Library and City sponsored programs take priority over general reservations.

7. Liability Disclaimer

- 7.1 Permission to use library study spaces does not imply endorsement by the Sanger Public Library, the Library Board, or the City of Sanger. The Library is not responsible for loss, theft, or damage to personal property left in any study space. Neither the Sanger Public Library, Library Board nor the City of Sanger is liable for accidents or injuries incurred during the use of these spaces.



LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026

FROM: Laura Klenke, Library Director

AGENDA ITEM: Consideration and possible action on updating the library's study spaces policy.

SUMMARY:

- We need to update the current study room policy to address a few issues staff have brought to my attention. We are planning to convert the study room to a staff office and install a new study pod as a patron study space. This policy addresses the concerns and has wording to future proof changes to our library study space.

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

Staff recommends approval.

ATTACHMENTS:

Study Space Policy

Sanger Public Library Hotspot Checkout Policy

A hotspot connects wireless devices like smartphones, tablets, or laptops to the internet using cellular network coverage. Because service relies on cell towers, connection speeds and stability can vary by location and may be limited in rural areas.

Purpose:

Library hotspots are intended for short-term or temporary use—such as travel, temporary relocation, or home internet outages—rather than as a permanent replacement for residential internet service.

1. Eligibility to Borrow Hotspot Devices

- 1.1 Sanger Public Library patrons only, lending to other consortium library patrons is not permitted.
- 1.2 Patrons must be 18 years of age or older, have a Sanger Public Library Card for a minimum of three (3) months, and not have any outstanding library fines of more than \$5.00.
- 1.3 Borrowers must present a driver's license or other official government-issued ID at before signing the Library's Hotspot Patron Agreement.
- 1.4 Patrons must sign the Library's Hotspot Patron Agreement Form before checking out a hotspot for the first time. Only the patron who has signed the agreement can checkout a hotspot.
- 1.5 The lending period is 14 days. Patrons must wait 7 days after returning a borrowed hotspot to be eligible to checkout a hotspot again.
- 1.6 Only one hotspot per household may be borrowed at a time.
- 1.7 Hotspot devices are available on a first-come, first-served basis and cannot be reserved or renewed.

2. Responsibility

Library Board Approved – 7/28/22, CM Approved; Revised Library Board Approved 5/24/23, CM Approved 6/16/23, Revised 10/22/26

2.1 Return Requirements

- 2.a **Location:** Hotspots must be returned directly to a staff member at the Circulation Desk during regular operating hours. Hotspots cannot be returned to another consortium library, or in the book drop.
- 2.b **Book Drop Penalty: Do not use the book drop.** Devices returned in the book drop will incur a \$10.00 fee.
- 3.b **Check-In & Components:** Staff will inspect the hotspot upon return. The device remains checked out to your account until all components are accounted for.
- 3.c **Fees & Liability:** Borrowers are fully responsible for the repair or replacement costs of lost, stolen, or damaged equipment.
 - 3.c.1. Hotspot - \$90
 - 3.c.2. Power Adapter - \$10
 - 3.c.3. Case - \$10
- 2.2 The borrower is responsible for the hotspot if they allow someone else to use it.
- 2.3 Hotspot service is restricted to the continental United States. Borrowers assume full financial responsibility for any charges incurred outside this region.
- 2.4 Keep hotspots in a temperature-controlled environment and do not leave them in vehicles or extreme temperatures.

3. Late and Overdue Hotspots

- 3.1 Late fines are \$1.00 per day up to a maximum of \$50.00. While there is a 3-day grace period, hotspots returned 4 or more days past due will incur daily fines retroactively starting from the original due date.
- 3.2 The service for overdue hotspots will be turned off.
- 3.3 After 14 days, the hotspot will be marked lost and the borrower will be charged the full replacement cost. The borrower's card will be blocked until the hotspot is returned. Once returned in good condition the replacement cost will be forgiven, but the borrower is responsible for any late fees.

- 3.4 Borrowing privileges may be revoked for patrons who consistently return hotspots past their due date, return devices via the book drop, or cause damage to equipment.

4. Disclaimer

- 4.1 Borrowers accept full responsibility for their use of the hotspot and agree to hold the library and staff harmless from any resulting liability or damages. The Library does not monitor or take responsibility for information accessed or shared using the device, and users should practice good internet safety. Modifying the device's files, software, or system configuration is strictly forbidden.
- 4.2 Unlawful internet use or violations of the Library's Public Computer Policy are strictly prohibited and may result in the loss of borrowing privileges.
- 4.3 For assistance in the operation of the library's hotspots, borrowers may call the library during normal business hours, or the customer support number included with the hotspot.



LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026

FROM: Laura Klenke, Library Director

AGENDA ITEM: Consideration and possible action on updating the library's hotspot policy.

SUMMARY:

- The current policy needs updating. We have encountered various issues with the current policy and patron usage. The new policy addresses many of the concerns and ensures equal access to hotspot technology.

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

Staff recommends approval.

ATTACHMENTS:

Hotspot policy



LIBRARY BOARD COMMUNICATION

DATE: October 29, 2026

FROM: Laura Klenke, Library Director

AGENDA ITEM: Consideration and possible action on electing board officers

SUMMARY:

- Electing board officers.

FISCAL INFORMATION:

N/A

RECOMMENDED MOTION OR ACTION:

N/A

ATTACHMENTS: