



LIBRARY ADVISORY BOARD

City Hall Training Room, 298 W. Washington (use Columbia Street entrance)
Wednesday, April 20, 2022 at 5:00 PM

AGENDA

CALL TO ORDER

REGULAR AGENDA

1. Approval of January 19, 2022 Minutes
2. Library Logo
3. Library Sign
4. Operations, Program and Participation Review
5. Summer Reading Program
6. Grant Status
7. Interior Library Improvements
8. Board Communication Process

ADJOURN

Those wishing to address the Library Advisory Board may do so in person. Written correspondence may also be mailed to City Hall or emailed to Kelli Votycka at kvotycka@stephenvilletx.gov. Written correspondence must be received by 3:00 p.m. on Wednesday, April 20, 2022. For alternate arrangements, please contact Kelli at least 48 hours prior to the meeting.

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.

Stephenville Public Library
 Advisory Board Meeting
 January 19, 2022 5:00 pm

Minutes

Board Attendees:

Katy Eichenberg, Chair
 Darla Fent, Secretary
 Kate Barton
 Katherine Quinnell
 Tynell Slappy
 Kathy Smith

Ex Officio Attendees:

Mary Meredith, Library Director

Absent:

Jennie Shafer

Ex Officio Absent:

Kelli Votypka, Director of Parks and Leisure

- **Call to Order.** Chair, Katy Eichenberg, called the meeting to order in the Stephenville Public Library.
 Katy welcomed new board member, Katherine (Kat) Quinnell, and members introduced themselves.
- **Minutes.** Minutes of the October 20th meeting were approved with the motion made by Kate Barton and the second by Kathy Smith.
- **Nomination for the 2022 Chair.** Kate Barton was elected chair by acclamation with the motion made by Darla Fent and the second by Kathy Smith. Katy turned the meeting over to Kate for continuation.
- **Library Logo and Signs.** Darla Fent, Jennie Shafer and Mary Meredith reviewed other logos and recommend using two guidelines in developing a logo, incorporating the Stephenville City logo and simplicity. Darla presented three proof-of-concept samples using these guidelines for review. Mary presented sample tag lines as well. There was consensus that the final logo should be created by a graphic designer.

After review and discussion, Mary agreed to work with Kelli and bring a draft of a final logo(s) to the next meeting. The motion for approval of this plan was made by Darla and seconded by Kathy.

After discussion, a motion for Mary to propose getting new Library signs for Graham and Washington streets to the Director carried with the motion by Kat Quinnell and the second by Kathy Smith.

- **Operations, Program and Participation Numbers.** Mary presented the report for October 2021 thru January 2022 and plans to finalize and incorporate targets for each category into the next report.
- **Discussion of Summer Programs.** Mary presented an early proposal for 2022 with an estimated budget of \$5200 and a breakdown of funding (\$5260) from 2021. The current library budget is \$2000. This year, the library is not eligible for the Atmos Energy Grant that funded \$2500 in 2021.

Kathy Smith proposed applying for a grant from the 50 Women Strong group for the full amount on behalf of the Twentieth Century Club to meet the 501C requirement. The motion for Kathy to proceed with the grant application was made by Katy Eichenberg and seconded by Kat Quinnell,

- **Board Comments.**

Tynell Slappy announced that she is moving so will be resigning from the board.

Darla Fent announced that there was discussion of and approval to evaluate restructuring the Advisory Boards for the departments under Parks and Leisure Services at the January 18th City Council Committee Meeting.

- **Next Meeting.** April 20, 2022 at 5 pm in the Library.

The meeting adjourned with the motion made by Kathy Smith and the second by Katy Eichenberg.

Respectfully submitted,

Darla Fent,
Secretary



Stephenville Public Library Monthly

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
Head Count	3726	3738	3009	2761	2689	982	
Computer Usage	1144	1073	650	409	387	103	
Deleted Items	724	207	256	706	1905	0	
Items Checked Out	2588	2389	1222	1726	1980	1114	
Items Renewed	1376	790	542	758	451	176	
New Patrons	102	68	49	61	78	21	
Patrons Renewed	199	152	96	151	181	67	
Overdrive Users	427	468	487	505	534	542	
New Items	123	62	35	157	229	0	
Event Participants	2,081	207	413	204	186	75	

Monthly Report

May-21	Jun-21	Jul-21	Aug-21	Sep-21	Total YTD
					16905
					3766
					3798
					11019
					4093
					379
					846
					542
					606
					3166