



# LIBRARY ADVISORY BOARD MEETING

October 09, 2024 at 12:00 PM

Wolfforth Library Community Room - 508 East HWY 62/82 Wolfforth, TX

## AGENDA

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### CALL MEETING TO ORDER

### ROLL CALL AND ESTABLISH A QUORUM

### CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Library Advisory Board regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Library Advisory Board with civility that is conducive to appropriate public discussion. Speakers can address only the Library Advisory Board and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

### ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider and take appropriate action on minutes from the July 10, 2024 Advisory Board meeting
2. Consider and take appropriate action on report from the Library Director.
3. Consider and take appropriate action on the financial report from the Library Director.
4. Consider and take appropriate action on Library Building Committee application.
5. Consider and take appropriate action on the City of Wolfforth Library Foundation bylaws.
6. Board requests for future agenda items.

### ADJOURN

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on October 4, 2024 at 5:00 p.m.

/s/ Kimberly Brantley, Library Director

City of Wolfforth Library  
Advisory Board Meeting  
7/10/2024

The City of Wolfforth Library Advisory Board met in regular session on July 10, 2024. Board Chair Jenna Atthanasiou called the meeting to order at 12.:04 p.m.

Attending: Jenna Atthanasiou, Linda Dunn, Leslie Demma, Stepanie Speed and Debbie Perkey

Absent: None

Alternates attending: Charlotte McDonald, Angela Apodaca

Staff Members attending: Kim Brantley-Sallee, Taylor Rivera, Kimberlea Groves

Stephanie Speed moved to name Charlotte McDonald and Angela Apodaca as alternate members. Leslie Demma voiced the second and the motion carried unanimously.

Staff discussed changes to the policy governing meeting rooms. Leslie Demma moved, and Debbie Perkey seconded to add language that allows the Library to deny a request for use based on the type of event, past history with the requestor, and other pertinent information. The motion passed unanimously.

The Board reviewed the Capital Campaign brochure. Kim Brantley-Sallee will make the corrections and additions as discussed. No action taken.

Following a discussion regarding handling the actual capital funds, the Board instructed Kim to consult with the city attorney and city administration regarding:

Establish the name as City of Wolfforth Library Foundation

Library Board serve as Foundation Board

Foundation Board to make decisions regarding use of Foundation funds, and recommend to Wolfforth City Council for approval

City of Wolfforth accounting department to manage actual disbursement and banking activities, with appropriate record keeping, as accepted by the City

No action taken.

Leslie moved to establish a Building Committee, comprised of some Library Board members plus other community members, with an emphasis on diversity. Library membership will not be required but preferred, and an application process similar to that used by the City for other boards will be employed. The Library Board will review the applications and recommend members for City Council approval. Stephanie voiced the second and the motion carried unanimously.

Balance in the current fund-raising account is \$6,129.01. The Library held a contest to design new library cards, with one design each to be chosen for children, teens, and adults. Final designs for each will be selected by a public vote, with Board members afforded the ability to participate today, prior to the meeting. Library members will have a choice of the standard library card for free, or

one of the special cards for \$5.00 each. Funds will go to the future Foundation account. No action taken.

Angela Apodaca has volunteered to take photos of the Board members for the Foundation fund raising campaign. Kim will notify the Board of dates and times for the photos. No action taken.

Kim reviewed the 720 Design proposal for the future Library expansion. Part 1 is a master plan, and budget is \$56,000. Part 2 would occur in 2-3 years, following completion of part 1, with a separate budget of \$36,000. Completed design will result in construction ready documents. Leslie moved to commit to an agreement with 720 Design, and Debbie seconded. The motion passed unanimously.

Stephanie moved to adjourn, Leslie made the second, and the motion carried unanimously. The meeting adjourned at 1:17 p.m.

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Jenna Atthanasiou, Chair

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Kimberly Brantley-Sallee, Library Director



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Library Advisory Board Meeting
<b>MEETING DATE:</b>	October 9, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on report from City of Wolfforth Library
<b>STAFF INITIATOR:</b>	Kimberly Brantley, Library Director

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### BACKGROUND:

The City of Wolfforth Library has had a lot of great things happening recently and we are entering into a new fiscal year so we wanted to provide an update.

The Library received our accreditation for Fiscal Year 2025 from the Texas State Library and Archives Commission. The Library has been an accredited library since our founding in 1987. This accreditation affirms that we are meeting the minimum standards expected of a Texas public library, but we are proud to report that we regularly exceed those standards.

The Library has been awarded two grants that will be implemented in FY25. The first is from the Texas Library Association and H-E-B for a collection development grant of \$1,000. We are 1 of 20 Texas libraries awarded this grant which will be used to purchase items that feature diverse characters, specifically those with varying abilities. The second is the American Library Association Thinking Money for Kids Program Kit grant. We are 1 of 18 Texas Libraries and 1 of 300 nationwide selected. This is awarded as a program kit with an estimated value of \$2,000 and includes all the resources and training to provide financial education to children both in the Library and at home via circulating items. At minimum the Library is required to provide five different in-person programs in the upcoming year and circulate the preloaded Launchpad tablets following the programs for at home learning.

Last month Taylor and Kimberly attended the Association for Rural and Small Libraries Conference as presenters. I sat on a panel with Librarians from across the US on a session about cardholder access and sign-up practices, which is part of year-long research project and working group I am a part of. Taylor and I then hosted a session on circulating Tonieboxes and Tonies in the Library, which is something we started in 2022, and have been leading the way in libraries across the country, including partnering with the company to start their Tonies for Educators program.

### EXHIBITS:

Texas State Library and Archives Accreditation letter

Texas Library Association Strong Texas Libraries Collection Development Grant letter

American Library Grant Notification and Selected Sites

Annual Capital Campaign Booklet FY24/25

### ACTION/STAFF RECOMMENDATION:

None





September 10, 2024

Dear Kimberly,

Congratulations! This letter is official notification that City of Wolfforth Library has met all accreditation minimum criteria and will be a fully qualified member of the Texas Library System for State Fiscal Year 2025: September 1, 2024, through August 31, 2025. To highlight this, the badge below can be prominently displayed in the library, used as a window cling, or added to the library’s website. Links to the badge and other instructions follow this letter.

Accredited libraries are eligible for statewide interlibrary loan (ILL), E-rate – a federal telecommunications discount program, a variety of funding opportunities through this agency, and the TexShare Card and TexShare Databases programs. Submitting an Annual Report allows the library to have access to free Summer Library Program materials through this agency and the Collaborative Summer Library Program (CSLP), and E-Read Texas, a curated e-book collection and platform available statewide.

Check the **Services for Libraries** section of our website for more information about all of the benefits and services available to your library, <https://www.tsl.texas.gov/ldn>. Planning information for budgeting and training for the 2024 Annual Report is available on the Annual Report [webpage](#).

For reporting year 2024, the library’s population assignment is 8,138. Its estimated maintenance of effort (MOE) for reporting year 2024 is \$330,199.00 and its local per capita operating expenditures are \$40.58. Libraries that expend over \$150,000 and \$17.50 per capita are exempt from the MOE criterion.

Register for Annual Report training now! If you cannot attend the live presentation, you will receive notification once the webinar recording is available:

<https://www.tsl.texas.gov/ldn/cec/upcoming-webinars>

- *“Some Assembly Required”: Prepare for the 2024 Texas Public Libraries Annual Report*  
**Thursday, October 17, 2024, 10-11 AM**
- *Tell Us Your Library’s Story: The 2024 Texas Public Libraries Annual Report*  
**Thursday, January 9, 2025, 10-11 AM**

If any additional information or assistance is needed, please contact the accreditation staff at [accreditation@tsl.texas.gov](mailto:accreditation@tsl.texas.gov), or through our toll-free Texas-only number, 800-252-9386.

Lorenzo de Zavala  
State Archives and  
Library Building

1201 Brazos Street  
Austin, Texas  
78701

P.O. Box 12927  
Austin, Texas  
78711-2927

512-463-5474

[www.tsl.texas.gov](http://www.tsl.texas.gov)

Commission Chair  
Martha Wong

*Members*

David C. Garza  
David Iglesias  
Arthur T. Mann

Nancy Painter Paup  
Bradley S. Tegeler  
Darryl Tocker

Director and Librarian  
Gloria Meraz

Valicia Greenwood  
Library Data Coordinator

Taylor Gardner  
Grants/Accreditation Support Specialist

Erica McCormick  
Manager, Grants and Accreditation

**TSLAC**

Preserving yesterday  
Informing today  
Inspiring tomorrow



August 29, 2024

Kimberly Brantley  
City of Wolfforth Library  
PO Box 430  
Wolfforth, TX 79382

Dear Kimberly,

On behalf of the Texas Library Association (TLA), I am delighted to enclose a \$1,000 Strong Texas Libraries Collection Development grant. Thanks to the generous support from H-E-B, we can provide these grants to assist libraries in enhancing their collections.

Your grant can be used for the purchase of books, eBooks, and audiobooks. We hope this funding will help you as you serve your community and promote a love of reading and learning.

Please help us thank H-E-B for their generous support by taking a group photo of staff in the library holding the enclosed poster. **Email your photo to Priscilla Takyi at TLA ([priscillat@txla.org](mailto:priscillat@txla.org)) by Friday, September 27.** We will share these images on the TLA website and with H-E-B.

We are excited to see the positive impact these grants will have on your collections and your communities. If you have any questions or need further information, please do not hesitate to contact us.

Warm regards,

A handwritten signature in black ink that reads "Shirley".

Shirley Robinson, CAE  
Executive Director  
Texas Library Association





# Thinking Money for Kids Program Kit - Selected Sites

Menu



The following 300 public and tribal libraries will receive a **Thinking Money for Kids Program Kit**, a collection of expertly vetted resources to help libraries offer financial education for children ages 3 to 12, created by the American Library Association (ALA) and the FINRA Investor Education Foundation. Kits will be sent to all 50 states and the Northern Mariana Islands.

Sites were selected through a competitive application process.

## Alabama

- Aliceville Public Library (Aliceville, AL)
- Arab Public Library (Arab, AL)
- Birmingham Public Library (Birmingham, AL)

- Grove Hill Public Library (Grove Hill, AL)
- Lineville City Library (Lineville, AL)
- Newton Library Museum (Newton, AL)
- Odenville Public Library (Odenville, AL)
- Oxford Public Library (Oxford, AL)
- Ruby Pickens Tartt Public Library (Livingston, AL)
- Washington County Public Library (Chatom, AL)

## Alaska

- Seward Community Library & Museum (Seward, AK)

## Arizona

- Bouse Public Library (Bouse, AZ)
- Coolidge Public Library (Coolidge, AZ)
- Douglas Public Library (Douglas, AZ)
- Florence Community Library (Florence, AZ)
- Fort McDowell Tribal Library (Fort McDowell, AZ)
- Glendale Public Library (Glendale, AZ)
- Holbrook Public Library (Holbrook, AZ)
- Navajo County Library District (Holbrook, AZ)
- Palo Verde Library (Phoenix, AZ)
- Sierra Vista Public Library (Sierra Vista, AZ)
- Winslow Public Library (Winslow, AZ)
- Youngtown Public Library (Youngtown, AZ)

## Arkansas

- Alma Public Library (Alma, AR)
- Forrest City Public Library (Forrest City, AR)

- Mississippi County Library System (Blytheville, AR)
- Mountainburg Public Library (Mountainburg, AR)
- William F. Laman Public Library (North Little Rock, AR)

## California

- Anaheim Public Library (Anaheim, CA)
- Del Norte County Library (Crescent City, CA)
- Long Beach Public Library (Long Beach, CA)
- Los Altos Library (Los Altos, CA)
- Troke Branch Library (Stockton, CA)

## Colorado

- Boulder Public Library (Boulder, CO)
- Pueblo City County Library District (Pueblo, CO)
- Woodruff Memorial Library (La Junta, CO)

## Connecticut

- Hartford Public Library - Albany Library (Hartford, CT)
- Hartford Public Library - Downtown Library (Hartford, CT)
- Hartford Public Library - Park Street Library @ the Lyric (Hartford, CT)
- Preston Public Library (Preston, CT)
- Willimantic Public Library (Willimantic, CT)

## Delaware

- Claymont Library (Claymont, DE)

## Florida

- Bruton Memorial Library (Plant City, FL)

- Lake Park Public Library (Lake Park, FL)
- Mandel Public Library of West Palm Beach (West Palm Beach, FL)
- North Miami Public Library (North Miami, FL)
- Orange County Library System (Orlando, FL)
- Osceola Library System (Kissimmee, FL)
- St. Johns County Public Library System - Southeast Branch Library (St. Augustine, FL)

## Georgia

- Augusta Richmond County Public Library (Augusta, GA)
- Chattahoochee Valley Libraries (Columbus, GA)
- Cobb County Public Library System (Marietta, GA)
- Cobb County Public Library - Switzer Library (Marietta, GA)
- Evans County Public Library (Claxton, GA)
- Newton County Library System (Covington, GA)
- Sara Hightower Regional Library System (Rome, GA)
- Sequoyah Regional Library System (Canton, GA)
- South Georgia Regional Library (Valdosta, GA)

## Hawaii

- Naalehu Public Library (Naalehu, HI)
- Pahoia Public and School Library (Pahoia, HI)

## Idaho

- West Bonner Library (Priest River, ID)

## Illinois

- Addison Public Library (Addison, IL)

- Beardstown Houston Memorial Library (Beardstown, IL)
- Carbondale Public Library (Carbondale, IL)
- Chicago Heights Public Library (Chicago Heights, IL)
- Chicago Ridge Public Library (Chicago Ridge, IL)
- Du Quoin Public Library (Du Quoin, IL)
- Hillsboro Area Public Library District (Hillsboro, IL)
- Mississippi Valley Library District (Collinsville, IL)
- Normal Public Library (Normal, IL)
- Peoria Public Library (Peoria, IL)
- Rockford Public Library (Rockford, IL)
- Sesser Public Library (Sesser, IL)
- Shawneetown Public Library (Shawneetown, IL)
- Six Mile Regional Library District (Granite City, IL)
- Waukegan Public Library (Waukegan, IL)

## Indiana

- Brown County Public Library (Nashville, IN)
- Delphi Public Library (Delphi, IN)
- Greensburg - Decatur County Public Library (Greensburg, IN)
- Indianapolis Public Library (Indianapolis, IN)
- Mitchell Community Public Library (Mitchell, IN)
- Monon Town and Township Public Library (Monon, IN)
- St. Joseph County Public Library (South Bend, IN)
- Walkerton Lincoln Township Public Library (Walkerton, IN)

## Iowa

- Carnegie-Evans Public Library (Albia, IA)
- Mellinger Memorial Library (Morning Sun, IA)

- New Virginia Public Library (New Virginia, IA)

## **Kansas**

- Altoona Public Library (Altoona, KS)
- Dorothy Bramlage Public Library (Junction City, KS)
- Osawatomie Public Library (Osawatomie, KS)
- Wamego Public Library (Wamego, KS)

## **Kentucky**

- Crittenden County Public Library (Marion, KY)
- Fleming County Public Library (Flemingsburg, KY)
- Hopkinsville-Christian County Public Library (Hopkinsville, KY)
- Marion County Public Library (Lebanon, KY)
- Metcalfe County Public Library (Edmonton, KY)
- Muhlenberg County Public Libraries (Greenville, KY)
- Ohio County Public Library (Hartford, KY)
- Pendleton County Public Library (Falmouth, KY)
- Powell County Public Library (Stanton, KY)
- Wolfe County Public Library (Campton, KY)

## **Louisiana**

- Jefferson Parish Library (Marrero, LA)
- Shreve Memorial Library (Shreveport, LA)
- St. Mary Parish Library (Franklin, LA)

## **Maine**

- Auburn Public Library (Auburn, ME)

## Massachusetts

- Falmouth Public Library (Falmouth, MA)
- Peabody Institute Library (Peabody, MA)
- Taunton Public Library (Taunton, MA)

## Maryland

- Howard County Library System (Ellicott City, MD)

## Michigan

- Bay County Library System - Alice & Jack Wirt Public Library (Bay City, MI)
- Big Rapids Community Library (Big Rapids, MI)
- Lincoln Township Public Library (Stevensville, MI)
- Sodus Township Library (Sodus, MI)
- Wakefield Public Library (Wakefield, MI)
- Warren Public Library (Warren, MI)

## Minnesota

- Blue Earth Community Library (Blue Earth, MN)
- East Grand Forks Campbell Library (East Grand Forks, MN)

## Mississippi

- Choctaw County Library System (Ackerman, MS)
- Gautier Public Library (Gautier, MS)
- Marshall County Library System (Holly Springs, MS)
- Richton Public Library (Richton, MS)
- Sunflower County Library System - Drew Public Library (Drew, MS)
- Sunflower County Library System - Henry M. Seymour Library (Indianola, MS)

- Sunflower County Library System - Horace Stansel Memorial Library (Ruleville, MS)
- Tallahatchie County Library (Charleston, MS)
- Union Public Library (Union, MS)
- Warren County - Vicksburg Public Library (Vicksburg, MS)

## Missouri

- Ferguson Municipal Public Library (Ferguson, MO)
- Kansas City Public Library (Kansas City, MO)
- Lockwood Public Library and Museum (Lockwood, MO)
- Polk County Library (Bolivar, MO)
- Springfield-Greene County Library District (Springfield, MO)
- Ste. Genevieve County Library (Ste. Genevieve, MO)
- St. Louis County Library (St. Louis, MO)
- Valley Park Community Library (Valley Park, MO)

## Montana

- Bicentennial Library of Colstrip (Colstrip, MT)
- Billings Public Library (Billings, MT)
- Butte Silver Bow Public Library (Butte, MT)
- James E. Shaley Tribal Library (Poplar, MT)
- Plains Public Library (Plains, MT)
- Thompson Falls Public Library (Thompson Falls, MT)

## Nebraska

- Blair Public Library and Technology Center (Blair, NE)
- Cordelia B. Preston Library (Oxford, NE)
- Fullerton Public Library (Fullerton, NE)



- Lied Scottsbluff Public Library (Scottsbluff, NE)
- Madison Public Library (Madison, NE)
- Plainview Public Library (Plainview, NE)
- South Sioux City Public Library (South Sioux City, NE)
- Valley Public Library (Valley, NE)

## **Nevada**

- Churchill County Library (Fallon, NV)
- Las Vegas Clark County Library District (Las Vegas, NV)

## **New Hampshire**

- Fiske Free Library (Claremont, NH)
- Jaffrey Public Library (Jaffrey, NH)
- New Durham Public Library (New Durham, NH)

## **New Jersey**

- Bradley Beach Free Public Library (Bradley Beach, NJ)
- Collingswood Public Library (Collingswood, NJ)
- Gloucester County Library - Glassboro Branch (Mullica Hill, NJ)
- Jersey City Free Public Library (Jersey City, NJ)
- Long Branch Free Public Library (Long Branch, NJ)
- Margaret Dombrosky Swedesboro Public Library (Swedesboro, NJ)
- New Brunswick Free Public Library (New Brunswick, NJ)

## **New Mexico**

- David F. Cargo El Valle de Anton Chico Library (Anton Chico, NM)
- Espanola Public Library (Espanola, NM)
- Santo Domingo Pueblo Library (Santo Domingo Pueblo, NM)

- Silver City Public Library (Silver City, NM)

## New York

- Central Library of Rochester & Monroe County (Rochester, NY)
- Cohocton Public Library (Cohocton, NY)
- Cuba Circulating Library (Cuba, NY)
- Dormann Library (Bath, NY)
- Hornell Public Library (Hornell, NY)
- Hunter Public Library (Hunter, NY)
- Kirkland Town Library (Clinton, NY)
- Middle Country Public Library (Centereach, NY)
- Pine Bush Area Public Library (Pine Bush, NY)
- Philmont Public Library (Philmont, NY)
- Queens Public Library at Bay Terrace (Bayside, NY)
- Seymour Public Library District (Auburn, NY)
- South Huntington Public Library (Huntington Station, NY)
- Southworth Library Association (Dryden, NY)
- Wead Library (Malone, NY)
- Westerlo Public Library (Westerlo, NY)
- Whitesville Public Library (Whitesville, NY)
- Woodstock Public Library District (Woodstock, NY)

## North Carolina

- Alamance County Public Libraries (Burlington, NC)
- Chatham County Public Libraries (Siler City, NC)
- Cumberland County Public Library & Information Center (Fayetteville, NC)
- High Point Public Library (High Point, NC)
- Madison County Public Libraries (Marshall, NC)

- Onslow County Public Library - Jacksonville Branch Library (Jacksonville, NC)
- Onslow County Public Library - Swansboro Branch Library (Swansboro, NC)
- Rockingham County Public Library (Eden, NC)
- Watauga County Public Libraries (Boone, NC)

## North Dakota

- Lake Region Public Library (Devils Lake, ND)
- Leach Public Library (Wahpeton, ND)
- Walhalla Public Library (Walhalla, ND)

## Northern Mariana Islands

- Joeten-Kiyu Public Library (Saipan, MP)

## Ohio

- Ashtabula County District Library - Geneva Public Library (Geneva, OH)
- Belmont County District Library - Bethesda Public Library (Bethesda, OH)
- Belmont County District Library - Bridgeport Public Library (Bridgeport, OH)
- Belmont County District Library - Martins Ferry Public Library (Martins Ferry, OH)
- Belmont County District Library - Powhatan Point Public Library (Powhatan Point, OH)
- Belmont County District Library - Shadyside Public Library (Shadyside, OH)
- Belmont County District Library - Victoria Read Public Library (Flushing, OH)
- Birchard Public Library of Sandusky County (Fremont, OH)
- Dayton Metro Library (Dayton, OH)
- Delta Public Library (Delta, OH)
- Dr. Samuel L. Bossard Memorial Library (Gallipolis, OH)
- Elyria Public Library (Elyria, OH)

- Henderson Memorial Public Library (Jefferson, OH)
- Logan-Hocking County District Library (Logan, OH)
- Marvin Memorial Library (Shelby, OH)
- Perry County District Library (New Lexington, OH)
- Sandusky Library (Sandusky, OH)

## Oklahoma

- Donald W. Reynolds Community Center & Library (Durant, OK)
- Lawton Public Library (Lawton, OK)
- Pioneer Library System - Shawnee Public Library (Shawnee, OK)
- Stillwater Public Library (Stillwater, OK)

## Oregon

- Coos Bay Public Library (Coos Bay, OR)
- Driftwood Public Library (Lincoln City, OR)
- McMinnville Public Library (McMinnville, OR)
- Salem Public Library (Salem, OR)

## Pennsylvania

- Aliquippa Library District - Carnegie Library Midland Branch (Aliquippa, PA)
- Atglen Public Library (Atglen, PA)
- Bellwood-Antis Public Library (Bellwood, PA)
- Community Library of Shenango Valley (Sharon, PA)
- Erie County Public Library (Erie, PA)
- Franklin County Library System (Chambersburg, PA)
- Genesee Area Library (Genesee, PA)
- Library System of Bradford County (Wyalusing, PA)
- Memorial Library of Nazareth and Vicinity (Nazareth, PA)

- Mount Jewett Memorial Library (Mount Jewett, PA)
- Pottstown Regional Public Library (Pottstown, PA)
- Pottsville Free Public Library (Pottsville, PA)
- Somerset County Library (Somerset, PA)
- York County Libraries (York, PA)

## Rhode Island

- Island Free Library (Block Island, RI)
- Jesse M. Smith Memorial Library (Harrisville, RI)
- Maury Loontjens Memorial Library (Narragansett, RI)
- Pawtucket Public Library (Pawtucket, RI)

## South Carolina

- Abbeville County Library (Abbeville, SC)
- Horry County Memorial Library - Green Sea Floyds (Green Sea, SC)
- Horry County Memorial Library - Loris Branch Library (Loris, SC)
- Lancaster County Library (Lancaster, SC)
- Lee County Library (Bishopville, SC)
- Timmons ville Public Library (Timmons ville, SC)
- Waccamaw Neck Branch Library (Pawleys Island, SC)

## South Dakota

- Evelyn Lang Public Library (Springfield, SD)
- Gregory Public Library (Gregory, SD)
- Huron Public Library (Huron, SD)
- Lake Andes Carnegie Public Library (Lake Anes, SD)
- Watertown Regional Library (Watertown, SD)

## Tennessee

- Coffee County Manchester Public Library (Manchester, TN)
- Martin Public Library (Martin, TN)
- Memphis Library Foundation (Memphis, TN)
- Newbern City Library (Newbern, TN)
- Parrott-Wood Memorial Library (Strawberry Plains, TN)
- Sequatchie County Public Library (Dunlap, TN)
- Tiptonville Public Library (Tiptonville, TN)

## Texas

- Allen Memorial Public Library (Hawkins, TX)
- Atwell Public Library (Hutchins, TX)
- Balch Springs Library (Balch Springs, TX)
- City of Wolfforth Library (Wolfforth, TX)
- Dr. Hector P. Garcia Memorial Library (Mercedes, TX)
- Gatesville Public Library (Gatesville, TX)
- Hondo Public Library (Hondo, TX)
- Honey Grove Library & Learning Center (Honey Grove, TX)
- Hurst Public Library (Hurst, TX)
- Joe Barnhart Bee County Library (Beeville, TX)
- McAllen Public Library (McAllen, TX)
- Moore Memorial Public Library (Texas City, TX)
- Mount Pleasant Public Library (Mount Pleasant, TX)
- New Waverly Public Library (New Waverly, TX)
- Nueces County Public Library - Keach Family Library (Robstown, TX)
- Rio Grande City Public Library (Rio Grande City, TX)
- Rockwall County Library (Rockwall, TX)
- T.L.L. Temple Memorial Library & Archives (Diboll, TX)

## Utah

- Emery County Libraries - Elmo Branch Library (Elmo, UT)
- Emery County Libraries - Huntington Library (Huntington, UT)
- Park City Library (Park City, UT)

## Virginia

- Cape Charles Memorial Library (Cape Charles, VA)
- Massanutten Regional Library (Harrisonburg, VA)
- Smyth County Public Library - Saltville Branch (Saltville, VA)

## Vermont

- Cavendish Fletcher Community Library (Proctorsville, VT)
- Springfield Town Library (Springfield, VT)

## Washington

- Fort Vancouver Regional Libraries - Three Creeks Community Library (Vancouver, WA)
- Spokane County Library District (Spokane, WA)
- Upper Skagit Library (Concrete, WA)

## Wisconsin

- Cudahy Family Library (Cudahy, WI)
- Irvin L. Young Memorial Library (Whitewater, WI)
- Graham Public Library (Union Grove, WI)
- Kenosha Public Library (Kenosha, WI)
- Platteville Public Library (Platteville, WI)
- Rusk County Community Library (Ladysmith, WI)

## West Virginia

- Burnsville Public Library (Burnsville, WV)
- Hampshire County Public Library (Romney, WV)
- South Charleston Public Library (South Charleston, WV)

## Wyoming

- Crook County Library System - Moorcroft Branch Library (Moorcroft, WY)
- Goshen County Library (Torrington, WY)
- Meeteetse Library (Meeteetse, WY)
- Natrona County Public Library (Casper, WY)

Questions? [Contact ALA's Public Programs Office.](#)



EMAIL



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CITE



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FOR IMMEDIATE RELEASE | JANUARY 29, 2024

# ALA, FINRA Foundation Select 300 Public Libraries Nationwide to Receive Children's Financial Education Kits

CHICAGO – The American Library Association (ALA) and the FINRA Investor Education Foundation have announced 300 public libraries that will receive a [Thinking Money for Kids Program Kit](#), a collection of expertly vetted programming resources to help libraries offer financial education for children ages 3 to 12, both in the library and in children's homes.

Nearly 600 libraries applied for this competitive first-of-its-kind program kit, which includes materials for the libraries to host five in-person children's programs as well as a set of digital games on tablet computers that can be checked out for home use. Kits will be sent to public and tribal libraries in all 50 states, and the Northern Mariana Islands. Thirty-five libraries will also receive Spanish-language versions of the kit. [View the full list of selected sites.](#)

Designed by educational media specialists and vetted by children's librarians and financial literacy experts, the programs in the kit – both in-person and digital versions – can be scaled to work in libraries of all sizes and can be led by library workers, volunteers or teens of varying experience levels. The programs include fun and interactive financial literacy experiences that feature performance, financial simulations, collaborative game play, money math and more. Each kit includes a set of Playaway Launchpad tablets pre-loaded with digital content that aligns with the in-person programming.

Free digital games created as part of the Thinking Money for Kids Program Kit will also be available online for anyone to access. Interested library workers can go to

[ala.org/thinkingmoneykids](https://ala.org/thinkingmoneykids) for more information and resources, including additional [financial education games](#) and a [free book list of inclusive titles](#) to teach young people about money.

To be alerted about future offerings from ALA's Public Programs Office, [sign up to receive ALA's Programming Librarian e-newsletter](#).

## **About the American Library Association**

The American Library Association (ALA) is the foremost national organization providing resources to inspire library and information professionals to transform their communities through essential programs and services. For more than 140 years, the ALA has been the trusted voice for academic, public, school, government, and special libraries, advocating for the profession and the library's role in enhancing learning and ensuring access to information for all. For more information, visit [www.ala.org](https://www.ala.org).

## **About FINRA and the FINRA Investor Education Foundation**

FINRA is a not-for-profit organization dedicated to investor protection and market integrity. It regulates one critical part of the securities industry—brokerage firms doing business with the public in the U.S. FINRA, overseen by the SEC, writes rules, examines for and enforces compliance with FINRA rules and federal securities laws, registers broker-dealer personnel and offers them education and training, and informs the investing public. In addition, FINRA provides surveillance and other regulatory services for equities and options markets, as well as trade reporting and other industry utilities. FINRA also administers a dispute resolution forum for investors and brokerage firms and their registered employees. For more information, visit [www.finra.org](https://www.finra.org).

The FINRA Foundation supports innovative research and educational projects that give underserved Americans the knowledge, skills and tools to make sound financial decisions throughout their lives. For more information about FINRA Foundation initiatives, visit [www.finrafoundation.org](https://www.finrafoundation.org).

### **CONTACT:**

Hannah Arata

Communications Specialist

# City of Wolfforth Library

Item # 2.



HELP US BUILD THE FUTURE OF THE LIBRARY!

# OUR MISSION

The City of Wolfforth Library will provide innovative Library services, delivered in a friendly, efficient and effective manner, that will assist all residents to continue to grow and learn throughout life, with materials, programs, and services in a variety of formats suited to the informational and recreational needs of the community, and a relaxed, open environment that offers all citizens the opportunity to meet and interact with others.



## 01 ABOUT THE LIBRARY



## 02 LIBRARY GROWTH



## 03 BIG PICTURE



## 04 DONATION OPPORTUNITIES



## 09 HOW CAN YOU HELP



## 11 WHO WE ARE

# City of Wolfforth Library

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*Kimberly Brantley*  
*Library Director*

The Library in Wolfforth originated in 1985 as a replacement for the county bookmobile. The Library officially opened in 1987 with 2,000 books in a former dentist's office on Main Street. The building expanded into the remaining offices of the dentist's office in 1988, utilizing 1,900 sq ft. In 1995, it relocated to a new municipal building on US Highway 62/82, along with City Hall, the Police Department, and the Municipal Court, but rapid growth necessitated further expansion. In 2006, with the support of the City Council and local leaders, a new 7,776 sq ft facility opened at 508 E HWY 62/82, where it currently resides.

## **The City of Wolfforth Library today...**

- Occupies 7,776 square feet of space with 6,500 utilized by the collection and public space.
- Is part of the West Texas Digital Consortium with Overdrive and SimplyE with the Texas State Library, giving users access to over 50,000 ebooks, audiobooks, and magazines.
- Has a physical collection of over 20,000 items that include books for all ages, audiobooks for children and teens, DVDs, makerspace kits, and Tonies.
- Is part of the national Family Place Library network!
- Operates six days a week for a total of 60 hours each week.
- Employs eight staff members, three full-time, two of whom have their Master's Degree in Library and Information Science, and five part-time.

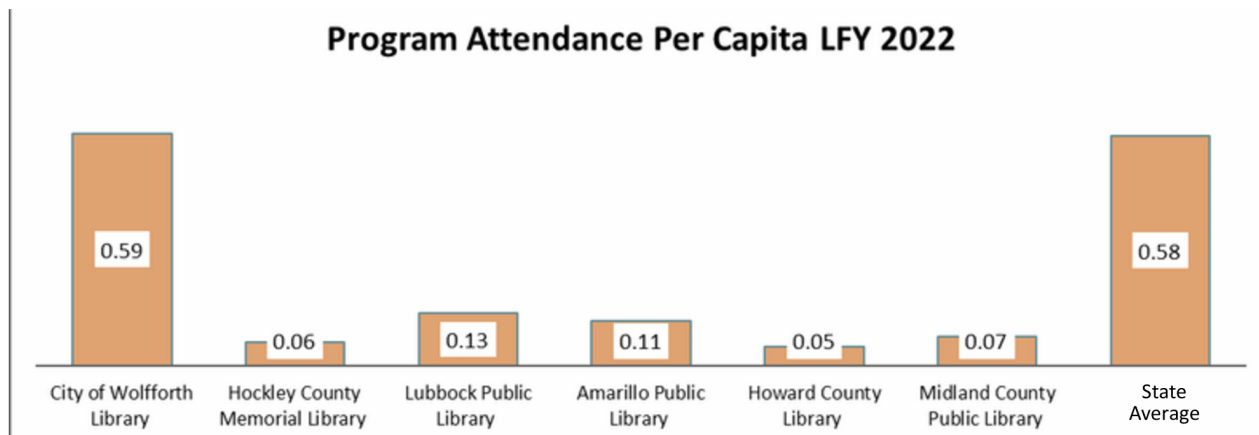
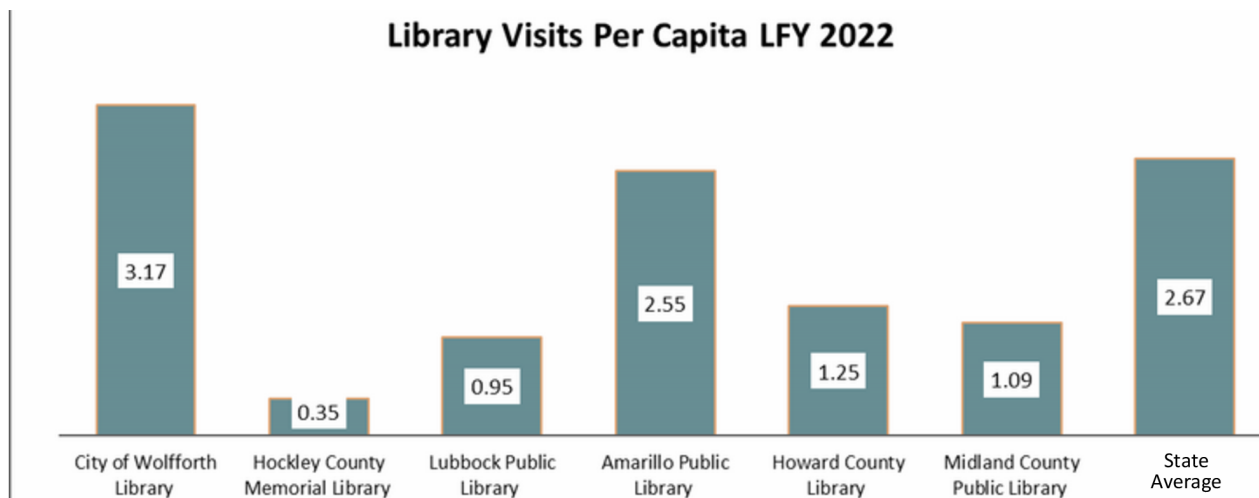
The Library was the result of a collaborative effort by the local community, and we hope to continue that effort by partnering with local leaders and community members to build the new Library.

# Library Growth

Despite COVID-19-related restrictions and closures, in the last five years (excluding 2020 due to COVID-19), we had a yearly average of 24,059 Library visits and 3,695 program attendees. With the continued growth of the area, the first half of 2024 already has 148 programs with 2,452 attendees, and over 14,000 visitors.

	*2020	2021	2022	2023
Total Library Programs	120	156	163	151
Program attendance	1874	3470	3947	4506
Library visits*	17,452	20,503	21,584	24,684

When I stepped into the role of Library Director back in 2013, the Library had 3,600 members. Fast forward to now, and we've seen a 150% increase, with our membership soaring past 10,000. This has required an increase in staffing, which has allowed us to offer more programs and grow our collection to better serve our community's evolving needs. However, with Wolfforth and the surrounding area booming as they are, we have outgrown our current space. Simply put, our current facility can't keep up with all the visitors, programs, and physical items needed to meet the needs of our users.



# Big Picture

## #CowLibBuilds

Item # 2.

### Land Development

- 1.17-acre tract that the City of Wolfforth already owns for Library use
- Estimated cost: \$250,000
- ADA Accessible throughout
- Shaded gazebo/ pavilion for library programming and community use
- Concrete path throughout the exploration area
- Outdoor learning space to include sensory play area, outdoor musical instruments, and more
- Outdoor seating
- Xeriscape Landscaping

### Building Expansion

- About 8,000 sq ft
- Dedicated program room
- Additional small study rooms for quiet space
- Additional meeting room for community use
- Dedicated teen space
- Expansion of children's area with dedicated Family Place area
- Expanded seating areas and study space
- 1 drive-thru drop box for afterhours returns

PROJECTED COST FOR LIBRARY EXPANSION &  
LAND DEVELOPMENT:

**Est. 6 Million Dollars**

We can do it together!

How can you help?

# Buy a Book, Fill a Shelf!



**\$50-  
\$999**

We want everyone in our community to feel like they are a part of the new library, and we will be honored to receive your donation.

By purchasing one book, or multiples, you will receive a certificate that states your contribution to the City of Wolfforth Library's collection. The money will go directly into the building fund for the Library expansion project.



**\$1,000-  
\$4,999**

About 20 books can fit on a shelf, and you can purchase an entire shelf of books, or more, to help support our library!

By purchasing a bookshelf, you will receive a certificate that states your contribution to the City of Wolfforth Library, and you will be recognized on our donor wall. The money will go directly into the building fund for the Library expansion project.



**\$5,000-  
\$7,999**

Bookcases can fit about 8 shelves of books.

By purchasing a bookcase, you will receive a certificate that states your contribution to the City of Wolfforth Library and your name will be honored on our donor wall. The money will go directly into the building fund for the Library expansion project.



**\$8,000-  
\$9,999**

Bookcases on wheels can fit about 12 shelves of books and will be used in the Children and Teen areas.

By purchasing a bookcase on wheels, you will receive a certificate that states your contribution to the City of Wolfforth Library as well as a special recognition on our donor wall. The money will go directly into the building fund for the Library expansion project.



# \$10,000 Donation

Item # 2.



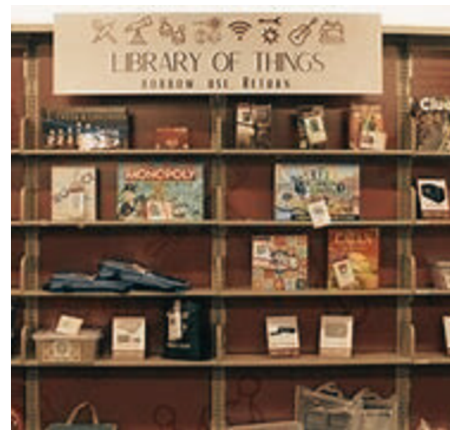
## PERCUSSION PLAY OUTDOOR MUSICAL INSTRUMENTS

As part of the outdoor exploration area, there will be an interactive musical garden that is fully ADA-accessible and fun for all ages. Each instrument funded, 6-10 instruments, will include an engraved plaque labeled with your name and/or company logo and recognition on the donor wall.

# \$15,000 Donation

## DEDICATED “LIBRARY OF THINGS” SPACE

The Library already circulates Tonies, game kits, and STEAM kits, but they need their own space in the Library. By creating a dedicated space in the collection for these kits, we will not only be able to maintain the collection we have, but we can add to it. This section will include signage with your name and/or company logo and recognition on the donor wall.



# \$25,000 Donation

## CIRCULATION DESKS (2)



There will be two new circulation desks added, one for the children’s section, and one for the teen section. This will allow better service for children and teens and throughout the entire Library. There will be a dedicated staff member for the children and teen sections during business hours. The desks will be labeled with your name and/or company logo and recognition on the donor wall.

# \$50,000 Donation

Item # 2.



## STUDY ROOMS (4-6)

There will be 4-6 small study rooms in the expansion, and each can be sponsored by a different donor. The rooms will include tables, chairs, monitors, a white board, and collaboration-facilitating technology. The rooms will be labeled with your name and/or company logo and recognition on the donor wall.

## ADDITIONAL SEATING AREAS (3)

The expansion will allow for additional open seating in all areas of the Library. The Library will have open seating in the main area, non-fiction, children, and teen sections. The Library has evolved into a place where people come and stay to read, study, utilize Wi-Fi, and visit with friends and neighbors. Each seating area funded will be labeled with a plaque with your name and/or company logo and recognition on the donor wall.



# \$100,000 Donation



## LARGE MEETING ROOM

We will offer the community a space that meets the various educational, business, and recreational needs of our users. The room will not only provide ample space for meetings but will also offer the option of small group spaces, as it will be able to be divided into two separate areas. The space will include signage noting your name and/or company logo and recognition on the donor wall.

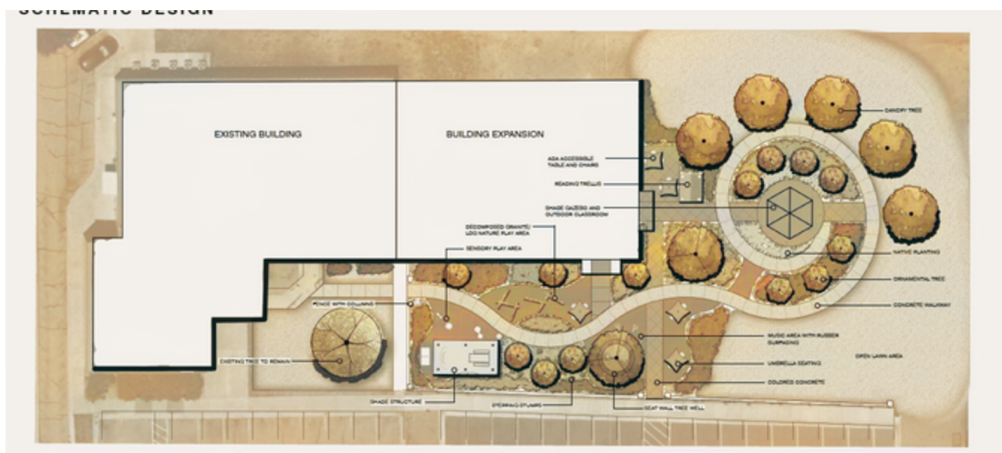
# \$250,000 Donation

Item # 2.

## OUTDOOR EXPLORATION AREA - LAND DEVELOPMENT

This dedicated outdoor library space will welcome all visitors who want a safe space to explore nature, sit outside with friends and family, enjoy an outdoor program, read in the fresh air, and so much more.

This is one of the Library's proudest, and most anticipated spaces, and will include signage noting your name and/or company logo leading into the area and on the gazebo. You will also be recognized on the donor wall inside the main Library building.



## DEDICATED TEEN AREA

The community is growing and with that, there is a need for teens to have a place just for them inside the Library. The teen area will be partially enclosed with glass to ensure visibility by staff, but also limit noise disruption for other patrons. The section will include the young adult print collection as well as plenty of open and flexible space to host teen programs and allow for reading, studying, and use of public Wi-Fi on personal devices. The space will include signage noting your name and/or company logo and recognition on the donor wall.



# \$500,000+ Donation

Item # 2.



## PROGRAMMING ROOM

The City of Wolfforth Library wouldn't be the same without our FREE programs for all ages. Our expansion will include a dedicated programming room, with flexible design layout, where the community can participate in a variety of programs for all ages from baby to adult. The space will include signage noting your name and/or company logo and recognition on the donor wall.

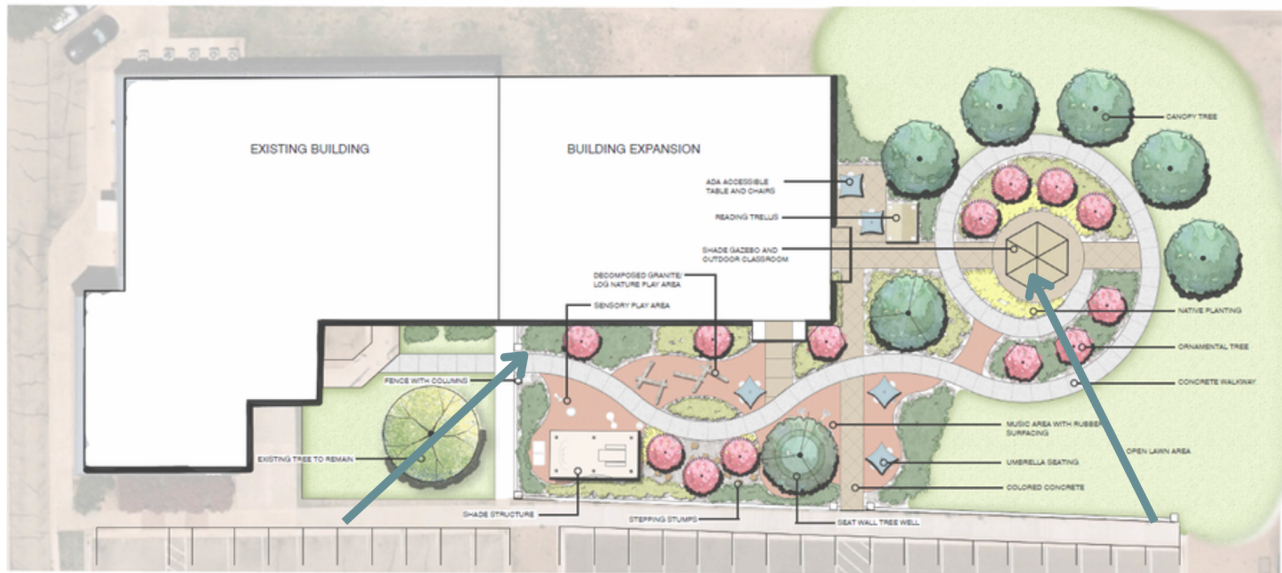


## FAMILY PLACE SPACE

The Wolfforth Library is one of only six libraries in the Texas Panhandle that is a certified National Family Place Library. One of the core aspects of Family Place is to create an interactive public space for children that supports early childhood development and parent-child interactions. The space will include signage noting your name and/or company logo and recognition on the donor wall.

# Naming Rights & Dedication

Item # 2.



## **\*\*YOUR NAME\*\* Trail and Expansion Dedication,**

We recognize how much the support of literacy and responsible citizenship means to you, and we would like to offer you the opportunity to be our flagbearer.

We have two dedication opportunities for the community. We would be humbled to dedicate the expansion of the Library in your honor and offer naming rights of the outdoor exploration trail. Our Library Advisory Board would love to hear from you to discuss your tenure for the dedication of the building expansion and the naming rights for the outdoor exploration trail.

Our hospitality and devotion to our community are our trademarks, and we take great pride in what we do, therefore we invite you to join us for this exciting journey. We believe we can do it together!

Email our director, Kimberly Brantley, at [kbrantley@wolfforthtx.us](mailto:kbrantley@wolfforthtx.us) for more information on this amazing opportunity.

*\*The naming rights will include the outdoor exploration area and the dedication will be prominently displayed upon entry into the Library. This will not change the legal name of the City of Wolfforth Library.*

# Building Committee

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We have a wonderful community and many individuals who have expressed interest in helping us expand the Library, both inside and out, as we prepare for the future! This includes working with city and county leaders, grants, donations, and fundraising activities, just to name a few. We are seeking six members of the community who want to be a part of this exciting opportunity to support and shape the future of the City of Wolfforth Library.

If you are interested in joining the building committee, please come by the Library and fill out an application. We want this project to be community-driven to ensure we are making changes that benefit everyone. We guarantee we will do whatever we can to keep it interesting and exciting, and we hope that you can help support us as we work on our goal!

The building committee members will be voted on by the City of Wolfforth Library advisory board and the recommendation will then be taken before the Wolfforth City Council. Committee members must reside in Lubbock County, with at least four being Wolfforth City residents, or members of the Wolfforth business community. We are looking for people from all backgrounds and experiences.





# City of Wolfforth Library

LIBRARY ADVISORY BOARD



**Board Chair**

**Jenna Athanasiou**



**Board Co-Chair**

**Linda Dunn**



**Board Secretary**

**Debbie Perkey**



**Board Member**

**Leslie Demma**



**Board Member**

**Stephanie Speed**



**Board Alternate**

**Angela Apodaca**

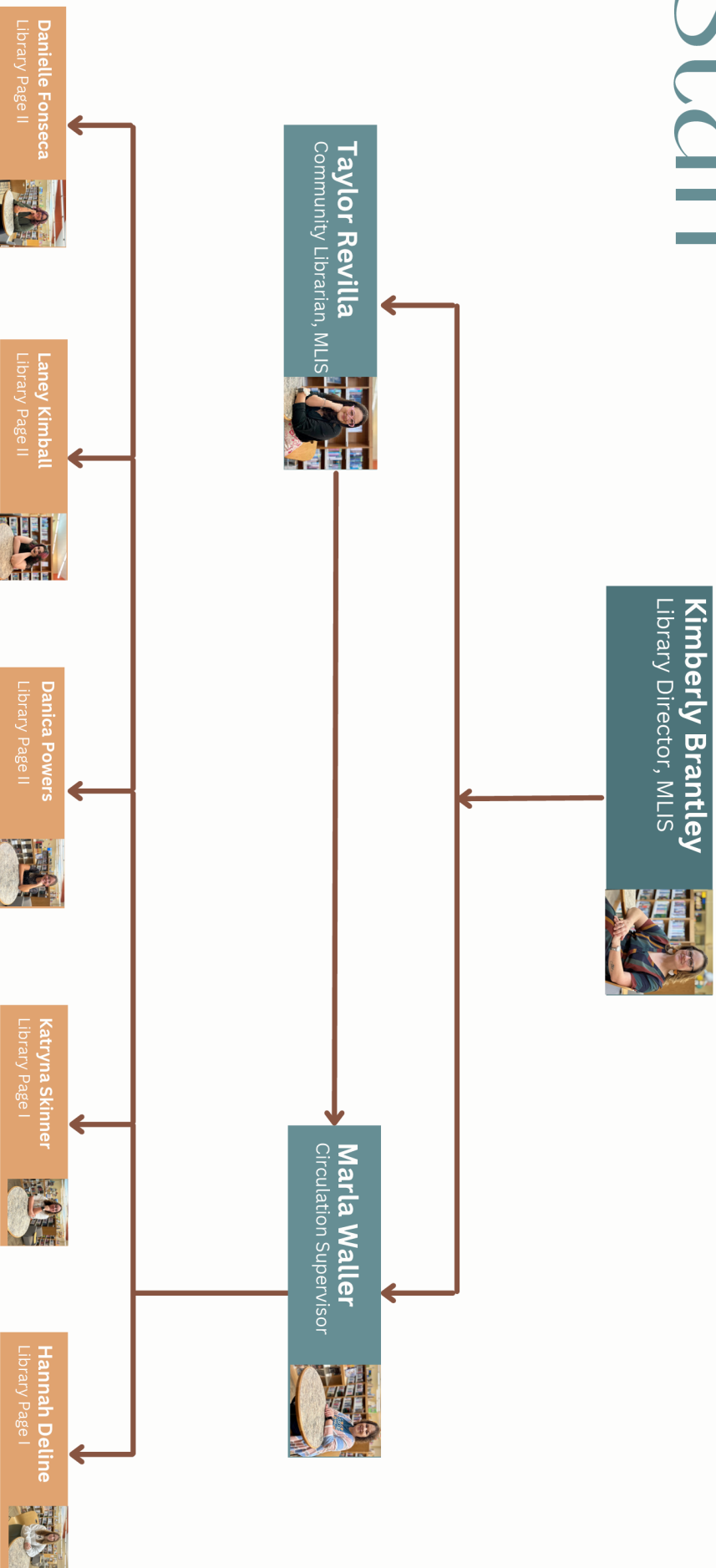


**Board Alternate**

**Charlotte McDonald**

# Our Staff

City of WolfForth Library 2024





# What Our Community Says

Item # 2.

"The Wolfforth Library is intentional about creating **COMMUNITY** through programs for children & parents. **THANK YOU!**"


"This small library right off the highway in Wolfforth perfectly serves the small- town community right outside Lubbock."

"**The Librarians are all super sweet and helpful. It keeps me from having to get internet at my house and gives my wife and I a place to hang out.**"

"It's a safe place, something a lot of people don't have. Thank you, Wolfforth Library."

"They are the best group of ladies the Wolfforth Library could have. Their cheerfulness makes my day."

"It's **AWESOME!**  
The people are awesome!  
The books are awesome!  
The Library is awesome!"

*It's a Library!*   
*They always have my favorite books, and the people are so nice!*

"Thank you so much!  
I got everything I needed!"  
~Member, Age 7

**SCAN ME!**



**SCAN HERE TO DONATE**

"They have so many fun activities & are so patient with our wild and crazy family."

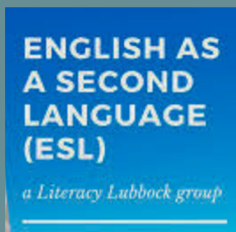
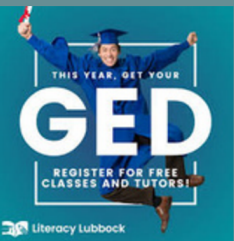
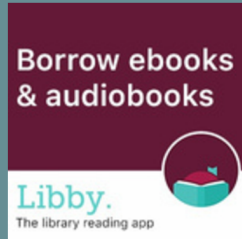
"They know what they are doing, and I don't! The staff there are so sweet and helpful."

# Our Offerings

Item # 2.



Our library is so much more than books!  
Ask us what else we do for our community.



508 E HWY 62 (PO Box 430)  
Wolfforth, TX 79382  
806-855-4150 | library@wolfforthtx.us  
WolfforthLibrary.org





## AGENDA ITEM COMMENTARY

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**MEETING NAME:** Library Advisory Board Meeting  
**MEETING DATE:** October 9, 2024  
**ITEM TITLE:** Financial Report  
**STAFF INITIATOR:** Kimberly Brantley, Library Director

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### **BACKGROUND:**

The Library began selling the limited-edition library cards on September 1<sup>st</sup> and it is going well. We still have plenty left and will continue to promote. We are also putting all proceeds from Thriftbooks into this account as well as proceeds from sales of Library summer shirts and miscellaneous swag. I have included the full report for the account from 10/1/2022 – 10/1/2024 and will provide updates of this at each meeting moving forward.

The FY25 budget for the Library was approved and adopted by the City of Wolfforth with the removal of the funds to begin the planning process with 720Design. We are waiting on notification from Lubbock County on our budget request, which if approved at the amount requested, would be very close to the amount needed.

### **EXHIBITS:**

Tyler GL Report for Library Building Fund account

### **ACTION/ STAFF RECOMMENDATION:**

Approve the financial report.



City of Wolfforth

# Project Budget Report

Item # 3.

Date Range 10/01/2022 - 10/02/2024

Project Number	Project Name	Group	Period Budget	Period Activity	Variance Favorable (Unfavorable)	Total Budget	Total Activity	Variance Favorable (Unfavorable)
<a href="#">LIB</a>	Library Donations Revenue Account Key <a href="#">260310002</a>	LIB						
	<b>Account Name</b>							
	Donation Proceeds - Library Building		0.00	8,813.94	8,813.94	0.00	8,813.94	8,813.94
	10/01/2022 - 09/30/2023		0.00	3,197.14	3,197.14			
	10/01/2023 - 09/30/2024		0.00	5,616.80	5,616.80			
	<b>Total Revenue:</b>		<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>
	<b>Total LIB - Library Donations:</b>		<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>
	<b>Report Total:</b>		<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>

### Group Totals

Group	Period Budget	Period Activity	Variance Favorable (Unfavorable)	Total Budget	Total Activity	Variance Favorable (Unfavorable)
LIB	0.00	8,813.94	8,813.94	0.00	8,813.94	8,813.94
<b>Report Revenues Over/(Under) Expenses:</b>	<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>	<b>8,813.94</b>



City of Wolfforth

Item # 3.

# Project Activity Report

## By Project Number

Report Dates: 10/01/2022 - 10/02/2024

Project Number	Project Name	Group	Type	Status	Total Activity	
<a href="#">LIB</a>	Library Donations	Library - 260	Donation	Active	-8,813.94	
<b>Revenues</b>						
<b>Account Key</b>	<b>Account Name</b>	<b>Category</b>				
<a href="#">260310002</a>	Donation Proceeds - Library Building	Library - 260 - Library - 260				
<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Post Date</b>	<b>Description</b>	<b>Vendor Name</b>	<b>Item Number</b>	<b>Activity</b>
<a href="#">22-000-31000-000</a>	Donation Revenue	09/30/2023	Reallocate FY 2023 Book Sale Revenue to Grant Fund			-472.27
<a href="#">22-000-31000-000</a>	Donation Revenue	09/30/2023	Reallocate FY 2023 Library Donations to Grant Fund 2			-2,724.87
					<b>2022-2023 Total:</b>	<b>-3,197.14</b>
<a href="#">22-000-31000-000</a>	Donation Revenue	10/30/2023	Reallocate FY 24 Library Donations from General Fund			-17.00
<a href="#">22-000-31000-000</a>	Donation Revenue	10/30/2023	Reallocate FY 24 Library Donations from General Fund			-13.00
<a href="#">22-000-31000-000</a>	Donation Revenue	10/30/2023	Reallocate Library Book Sale Revenue to Grant Fund 2			-16.75
<a href="#">22-000-31000-000</a>	Donation Revenue	10/30/2023	Reallocate Library Book Sale Revenue to Grant Fund 2			-3.00
<a href="#">22-000-31000-000</a>	Donation Revenue	11/06/2023	book sale - book Library Book Sale book sale - book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	11/06/2023	book sale - book Library Book Sale book sale - book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	11/06/2023	Books Library Book Sale Books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	11/06/2023	Books Library Book Sale Books			-3.50
<a href="#">22-000-31000-000</a>	Donation Revenue	11/06/2023	Change Library Donations Books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	11/11/2023	book sale - book Library Book Sale book sale - book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	11/18/2023	book sale Library Book Sale book sale			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	11/18/2023	books Library Book Sale books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	11/18/2023	books Library Book Sale books			-1.25
<a href="#">22-000-31000-000</a>	Donation Revenue	11/29/2023	book Library Book Sale book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	11/29/2023	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	11/30/2023	Donation Library Donations copies			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	12/02/2023	bag Library Book Sale bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	12/02/2023	bag Library Book Sale bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	12/12/2023	Books Library Book Sale Books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	12/12/2023	Booksale-Books Library Book Sale Booksale-Books			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	12/16/2023	Richard Library Donations Richard			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	12/16/2023	shirt Library Book Sale shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	12/27/2023	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	01/06/2024	books Library Book Sale books			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	01/06/2024	books Library Book Sale books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	01/06/2024	Cash Donation Library Donations Cash Donation			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	01/13/2024	book sale - books Library Book Sale book sale - books			-3.00

Project Activity Report

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
<a href="#">22-000-31000-000</a>	Donation Revenue	01/13/2024	Books Library Book Sale Books			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	01/13/2024	Books Library Book Sale Books			-1.50
<a href="#">22-000-31000-000</a>	Donation Revenue	01/13/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	01/22/2024	Library book sales to Thrift Books Global			-45.07
<a href="#">22-000-31000-000</a>	Donation Revenue	01/25/2024	Terri Dawn Robinette Library Donations Terri Dawn Ro			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	01/30/2024	book sale - books Library Book Sale book sale - books			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	01/30/2024	Change Library Donations Copies			-1.75
<a href="#">22-000-31000-000</a>	Donation Revenue	01/31/2024	Books Library Book Sale Books			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	02/20/2024	book Library Book Sale book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	02/20/2024	donation doug holmes construction llc Library Donatio			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	02/20/2024	Kayla Templeton Library Book Sale Kayla Templeton			-2.00
<a href="#">22-000-31000-000</a>	Donation Revenue	02/26/2024	shirt and two books - EmilyHunter Library Book Sale s			-5.50
<a href="#">22-000-31000-000</a>	Donation Revenue	02/28/2024	shirt and flash drive Library Book Sale shirt and flash d			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/14/2024	book Library Book Sale book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	03/14/2024	books Library Book Sale books			-2.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/14/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/22/2024	Reclass Library donation projects			-83.01
<a href="#">22-000-31000-000</a>	Donation Revenue	03/23/2024	bag Library Book Sale bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/23/2024	books Library Book Sale books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	03/23/2024	small paperback Library Book Sale small paperback			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	03/27/2024	book sale - bag Library Book Sale book sale - bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/28/2024	Dave's Roofing Library Donations Dave's Roofing			-100.00
<a href="#">22-000-31000-000</a>	Donation Revenue	03/28/2024	Frenship Vet Clinic Library Donations Frenship Vet Cli			-100.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/03/2024	Steven Avant Library Donations Steven Avant			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	bag and book Library Book Sale bag and book			-5.25
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	book sale - books book sale - books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	book sale Library Book Sale book sale			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	donation - anonymous Library Donations donation - a			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	library donation Library Donations library donation			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	Shirt Library Book Sale Shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/08/2024	tshirt sale Library Book Sale tshirt sale			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/11/2024	ABC Bank Lubbock / Building Fund Library Donations			-500.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/11/2024	book sale Library Book Sale book sale			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	04/11/2024	Donation Library Donations Donation			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/11/2024	Shirt/ Donation Library Donations Copies/ Donation			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/11/2024	SPEC Lubbock Library Donations SPEC Lubbock			-500.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	bag, flash drive, books Library Book Sale bag, flash dri			-15.50
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	book Library Book Sale book			-0.25
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	book sale x5 Library Book Sale book sale x5			-1.25
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Books x6 Library Book Sale Books x6			-1.50
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00

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GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Library Building Donation			-250.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Miscellaneous Receipt Library Donations Miscellaneo			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	shirt Library Book Sale shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Shirts Library Donations Shirts			-45.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/18/2024	Shirts Library Donations Shirts			-60.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/19/2024	Assign project to transaction			-92.36
<a href="#">22-000-31000-000</a>	Donation Revenue	04/25/2024	books Library Book Sale books			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	04/25/2024	Shirts Library Donations Shirts			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/25/2024	Summer reading shirt 2024 Library Donations Summe			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	2024 Summer Onesie Library Donations 2024 Summer			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	2024 summer shirt Library Donations 2024 summer sh			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	library shirt 2024 Library Donations library shirt 2024			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	Summer 2024 Shirt Library Donations Summer 2024 S			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	summer 2024 shirt Library Donations summer 2024 sh			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	04/30/2024	Tiffany Flores Library Book Sale Tiffany Flores			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	05/02/2024	2024 Summer shirts Library Donations 2024 Summer s			-45.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/02/2024	books Library Book Sale books			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/02/2024	Shirt Library Donations Shirt			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/02/2024	Shirts Library Donations Shirts			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/02/2024	two summer 2024 shirts Library Donations two summ			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/11/2024	book sale - books Library Book Sale book sale - books			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	05/11/2024	library sale - shirt Library Book Sale library sale - shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/11/2024	shirt Library Donations shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/11/2024	Summer T-Shirt Library Book Sale Summer T-Shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/14/2024	FRIOS END OF SUMMER EVENT FRIOS END OF SUMM			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/18/2024	Shirts x5 Library Book Sale Shirts x5			-75.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/18/2024	Sunset Automotive #27733 Library Donations Sunset			-100.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/22/2024	Janet Peterson BBQ Library Event Janet Peterson BBQ			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/24/2024	anonymous donation Library Donations anonymous d			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/24/2024	Assign project to transaction			-44.47
<a href="#">22-000-31000-000</a>	Donation Revenue	05/24/2024	tshirts Library Donations tshirts			-45.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/28/2024	Jennifer Patel Library Donations Jennifer Patel			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	2024 shirt Library Donations 2024 shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	2024 shirt Library Donations 2024 shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	2024 shirts and mousepad Library Donations 2024 shi			-61.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	2024 shirts Library Donations 2024 shirts			-31.35
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	2024 shirts Library Donations 2024 shirts			-45.00
<a href="#">22-000-31000-000</a>	Donation Revenue	05/30/2024	tshirts Library Donations tshirts			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/08/2024	2024 shirt Library Donations 2024 shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/08/2024	2024 shirt Library Donations 2024 shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/08/2024	Book sale - mouse pad Library Book Sale Book sale - m			-1.00



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GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
<a href="#">22-000-31000-000</a>	Donation Revenue	06/08/2024	summer shirts x2 Library Donations summer shirts x2			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/15/2024	bag Library Book Sale bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/15/2024	shirts (2-2024) Library Donations shirts (2-2024)			-40.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/24/2024	library shirt, older years Library Donations library shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/24/2024	shirt Library Book Sale shirt			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/24/2024	Shirts Library Book Sale Shirts			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/27/2024	older shirt Library Donations older shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	06/27/2024	older shirts Library Donations older shirts			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/06/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/12/2024	COTTON CANDY Library Donations COTTON CANDY			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/13/2024	Donation Library Donations Donation			-3.01
<a href="#">22-000-31000-000</a>	Donation Revenue	07/13/2024	Donation Library Donations Donation			-16.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/20/2024	donation Library Donations donation			-0.50
<a href="#">22-000-31000-000</a>	Donation Revenue	07/22/2024	Lone Star Tea Library Donations Lone Star Tea			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/26/2024	Kevin Woelfel Library Donations Kevin Woelfel			-50.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/27/2024	general donation Library Donations general donation			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/27/2024	Mouse Pads Library Book Sale Mouse Pads			-2.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/31/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	07/31/2024	tshirts Library Donations tshirts			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/10/2024	Bag Library Book Sale Bag			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/10/2024	Donation Library Donations Donation			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/10/2024	Donation Library Donations Donation			-3.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/10/2024	Donations Library Donations Donations			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	08/10/2024	Donations Library Donations Donations			-0.75
<a href="#">22-000-31000-000</a>	Donation Revenue	08/15/2024	General donation - anonymous Library Donations Gen			-25.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/15/2024	past shirt Library Donations past shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/20/2024	anonymous donor Library Donations anonymous don			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/20/2024	Doug Holmes Library Donations Doug Holmes			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	08/22/2024	Thrift Books Global Library book purchase/donation			-135.65
<a href="#">22-000-31000-000</a>	Donation Revenue	08/29/2024	library shirt old Library Donations library shirt old			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	cards Library Donations cards			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	cards Library Donations cards			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	Cards Library Donations Cards			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	library card Library Donations library card			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	library card Library Donations library card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	new library card Library Donations new library card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	New Library Card Library Donations New Library Card			-30.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	shirt Library Book Sale shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/07/2024	t-shirt Library Book Sale t-shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/12/2024	Write off A/R balances			250.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	Christine Russel New Card Library Donations Christine			-5.00

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Report Dates: 10/01/2023 Item # 3. 4

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	Ellen Harp New Card Library Donations Ellen Harp Ne			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	hannah new card Library Donations hannah new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new card, old tshirt Library Donations new card, old ts			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	New Library Card Library Donations New Library Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new library card Library Donations new library card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	new library cards Library Donations new library cards			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	New Library Cards Library Donations New Library Card			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	Shirt Library Book Sale Shirt			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/14/2024	Two New Library Cards Library Donations Two New Li			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/20/2024	Thrift Books Global Library book purchase/donation			-69.13
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	Donation Library Donations Donation			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/21/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	Doug Holmes Construction Library Donations Doug Ho			-200.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	Everly Perrin Card Library Donations Everly Perrin Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	Mouse Pad Library Donations Mouse Pad			-1.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	New Card Library Donations New Card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	new cards Library Donations new cards			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	New Cards Library Donations New Cards			-10.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	New library card Library Donations New library card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/28/2024	Shirts Library Book Sale Shirts			-15.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/30/2024	new card Library Donations new card			-5.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/30/2024	new cards Library Donations new cards			-20.00
<a href="#">22-000-31000-000</a>	Donation Revenue	09/30/2024	new cards Library Donations new cards			-10.00

**2023-2024 Total:** -5,616.80

**Total Revenues:** -8,813.94

**LIB Total:** -8,813.94

### Summary

#### Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">LIB</a>	Library Donations	8,813.94	0.00	8,813.94
<b>Project Totals:</b>		<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>

#### Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Library - 260	8,813.94	0.00	8,813.94
<b>Group Totals:</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>

#### Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Donation	8,813.94	0.00	8,813.94
<b>Type Totals:</b>	<b>8,813.94</b>	<b>0.00</b>	<b>8,813.94</b>



## AGENDA ITEM COMMENTARY

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<b>MEETING NAME:</b>	Library Advisory Board
<b>MEETING DATE:</b>	October 9, 2024
<b>ITEM TITLE:</b>	Consider and take appropriate action on Library Building Committee Application
<b>STAFF INITIATOR:</b>	Kimberly Brantley, Library Director

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### **BACKGROUND:**

During the last meeting, suggestions were made for the application for the Building Committee. Those changes have been made and it is attached for consideration and approval. Once approved I would like to begin taking applications now so that a pool of candidates can be presented at the meeting in January as we will, optimistically, be closer to beginning the formal strategic planning process. I would like the committee to be established before we initiate the contract with 720 Design.

### **EXHIBITS:**

Building Committee Application

### **COUNCIL ACTION/STAFF RECOMMENDATION:**

Approve the application and opening up the application process.

# APPLICATION FOR THE CITY OF WOLFFORTH LIBRARY BUILDING COMMITTEE

Item # 4.

Name:

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Address:

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City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (best contact): \_\_\_\_\_

Are you a registered voter of Lubbock County? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Occupation/Business Affiliation: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Email: \_\_\_\_\_

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Were you recommended to the committee? If so, by whom?

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The City of Wolfforth Library is seeking individuals from the Lubbock and Wolfforth community to work with the Library to prepare for the expansion of the Library, both inside and out. This will include working with the Library Advisory Board, City, and County leaders as we prepare for the future and will include fundraising activities, building planning, and more. The Library is seeking community members from a variety of backgrounds and expertise to ensure that all members of the community are represented throughout the process.

We ask that all applicants be registered voters in Lubbock County, and although it is not required, it is preferred that you are an active cardholder with the City of Wolfforth Library. We will require that four (4) members be residents of Wolfforth, and the remaining residents or having business interests in Lubbock County.

*Feel free to attach additional sheets, if necessary.*

**Do you have a City of Wolfforth Library Card?**

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**Education and/or Professional Degrees or Licenses:**

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**Municipal and Civic Organization Membership/ Experience (position and dates):**

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**Personal or professional experience with ADA accessibility accommodations:**

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**What personal qualifications or experience can you bring to this Committee?**

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**What is your vision for the future of the City of Wolfforth Library?**

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**Why do you want to serve on this Committee?**

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## AGENDA ITEM COMMENTARY

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**MEETING NAME:** Library Advisory Board

**MEETING DATE:** October 9, 2024

**ITEM TITLE:** Consider and take appropriate action on the City of WolfForth Library Foundation bylaws

**STAFF INITIATOR:**

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### **BACKGROUND:**

The City has submitted all the paperwork to the state for the City of WolfForth Library Foundation. The State of Texas has received the Articles that were filed with the secretary of state and the paperwork to complete everything with the comptroller was received. The City needs us to create the bylaws and get them approved with the Library Advisory Board to return that to the attorney to complete the process. The City recommends that initially the current Library Advisory Board members will also serve as the Board of Directors for the City of WolfForth Library Foundation and that we meet quarterly on the same day as the Library Advisory Board meetings, either before or immediately following the meeting.

I have provided a draft version of bylaws that is compiled from reviewing other foundations, the boards suggestions from the last meeting, and recommendations from the City attorney. I would like you guys to review, make suggestions, and approve these, with any requested changes, so that I can get that to the City Secretary to complete the formation of the Foundation. Once that is received, it will be added to the next Council meeting for approval from them.

### **EXHIBITS:**

Draft City of WolfForth Library Foundation Bylaws

### **ACTION/STAFF RECOMMENDATION:**

Approve the City of WolfForth Library Foundation Bylaws



## BYLAWS

### CITY OF WOLFFORTH LIBRARY FOUNDATION

#### ARTICLE I

##### Name

The name of this organization shall be the CITY OF WOLFFORTH LIBRARY FOUNDATION. The Foundation shall have the duties and responsibilities authorized in these bylaws.

#### ARTICLE II

##### Mission

The City of Wolfforth Library Foundation is organized as a not-for-profit organization to secure contributions to support the operation and capital needs of the City of Wolfforth Library

#### ARTICLE III

##### Board of Directors

Section 1. This organization shall be governed by the Board of Directors will be comprised of no fewer than five (5) members and no more than nine (9), a majority, (2/3) of whom must be Wolfforth residents, and the remaining of whom must reside or work in Lubbock County. The Board of Directors will be selected by the Library Advisory Board and approved by the Wolfforth City Council.

Section 2. The term of office is two (2) years and members may serve consecutive terms. If a Director resigns before their term is complete, a replacement will be found by the Library Advisory Board to finish the remaining time. The members shall serve staggered two-year terms with odd-numbered seats running from July 1 through June 30 of odd-numbered years and even-numbered seats running from July 1 through June 30 of even-numbered years and until their successors have been appointed and qualified.

Section 3. The Library Director will be an ex-officio member of the Board of Directors with all rights and responsibilities, except voting privileges.

Section 4. A Board of Directors member shall not receive a salary nor compensation for services as an Advisory Board member.

Section 5. During the first meeting after July 1 of each year, members will appoint a chair, co-chair, secretary, and treasurer.

#### Article IV

## OFFICERS

Section 1. The Officers of the City of Wolfforth Library Foundation shall be Chair, Co-Chair, Secretary, and Treasurer, and any other such Officers as the Board of Directors may deem necessary.

Section 2. Each officer shall serve no more than three (3) consecutive terms of one year each in any one office, or until their respective successors are elected.

Section 3. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise shall be fill by the Board of Directors.

Section 4. An Officer may be removed from office for cause by a majority vote of all the Directors of the City of Wolfforth Library Foundation.

Section 5. The Chair, subject to the control of the Board of Directors, shall have general supervision, direction, and control of the business and affairs of the City of Wolfforth Library Foundation.

Section 6. The Co-Chair, in the absence or disability of the Chair, shall perform all the duties of the Chair, and in so acting shall have such powers and perform such other duties as may be necessary, or as prescribed by the Board of Directors.

Section 7. The Secretary shall keep a full and complete record of the proceedings of the Board of Directors, and shall discharge such other duties as pertain to the office or as prescribed by the Board of Directors

Section 8. The Treasurer shall receive and safely keep financial records for the City of Wolfforth Library Foundation, as provided by the Library Director. The Treasure is responsible for accounting for said funds in a manner consistent with generally accepted accounting standards

## Article V

### Duties

Section 1. To conduct, manage, and control the affairs and business of the City of Wolfforth Library Foundation as the deem to be in the best interest of the Foundation and the City of Wolfforth Library, and to make sure its rules and regulations are consistent with the law, the Articles of Incorporation, and the bylaws.

Section 2. To elect the Officers and new members of the Board of Directors, per the recommendations from the City of Wolfforth Library Advisory Board and/ or the Wolfforth City Council.

Section 3. To solicit, secure and accept contributions, bequest, gifts, or endowments made to the City of Wolfforth Library Foundation for the benefit of the City of Wolfforth Library.

Section 4. To approve the expenditure of funds from the City of Wolfforth Foundation account for the benefit of the City of Wolfforth Library as voted on by the Board of Directors

Section 4. Any such duties and responsibilities voted on and adopted by the Board of Directors for the management of the Foundation.

## Article VI

### Meetings

Section 1. Regular meetings of the Board will be held quarterly on the second Wednesday of the month in January, April, July, and October.

Section 2. Special meetings may be called when needed by the Board of Directors, Library Advisory Board, Library Director, or at the request of City leaders. All special meetings will have to conform to the Texas Open Meetings regulations. Meetings must meet notice requirements.

Section 3. At minimum, the Board of Directors shall meet at least one time per year.

Section 4. A quorum shall consist of two-thirds of the members.

Section 4. The Board of Directors shall conduct business in accordance with Texas Open Meetings regulations and with *Robert's Rules of Order Revised*.

Section 5. An agenda, including items to be discussed, will be created by the Library Director and the Board of Directors. The agenda will be made available to the Board by 5 p.m. the Friday before each meeting.

Section 6. Meeting times will be posted for public notice. Minutes and agenda will be available for the public. All regular meetings will be open to the public.

Section 7. Any Board of Directors member, or the Library Director, can call for an executive session; thereby limiting the meeting to only the Board of Directors and the Library Director.

## Article VII

### Fiscal Year

Section 1. The fiscal year for the City of Wolfforth Library Foundation shall begin on the first day of October and end on the last Day of September the following year.

## Article VIII

### EXECUTION OF INSTRUMENTS, DEPOSITS, AND FUNDS

Section 1. The Board of Directors may authorize by majority vote, any agent or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of the City of Wolfforth Library Foundation, and such authority may be general or confined to specific instances. Unless authorized to do so by these bylaws or the Board of Directors, no officer or agent shall have power or authority to bind the Foundation by any contract or agreement, or to pledge credit, or to render liable pecuniarily for any purpose or amount.

Section 2. No officer, director, or agent of the Board of Directors shall have any power or authority to borrow money on behalf of the Foundation, to pledge its credit, or to mortgage or pledge real or personal property except within the scope and the extend or the authority delegated by resolutions adopted by the Board of Directors.

Section 3. All funds received by the Foundation shall be deposited into the account held by the City of Wolfforth, for the benefit of the City of Wolfforth Library, under the direction of the City of Wolfforth Library Foundation Board of Directors, including the Library Director as an ex-officio Board member. The City of Wolfforth Library may act as an ex-officio Board member to receive funds to be deposited into the account held by the City of Wolfforth for the benefit of the City of Wolfforth Library.

Section 4. Any expenditures in excess of \$250 must be voted on and approved by the Board of Directors. Any expenditures in excess of \$3,000 must be voted on and approved by the Board of Directors and recommended to the Wolfforth City Council for final approval.

Section 4. The City of Wolfforth will keep current and complete books and records of City of Wolfforth Library Foundation account. Records will be provided by the Library Director to the Treasurer 1 week prior to each quarterly meeting, or as requested by the Board of Directors. The account will be included in the annual financial audit for the City of Wolfforth and made available to the Board of Directors.

Adopted XXXX