



**CITY OF COLLEYVILLE
COLLEYVILLE LIBRARY BOARD
AGENDA**

110 Main Street, Colleyville, Texas, 76034

MONDAY, JUNE 12, 2023 - 6:00 PM

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
April 10, 2023
- 3. REGULAR AGENDA ITEMS**
 - 3a** Update on the 2023 Summer Reading Program
 - 3b** Discussion of Items for Future Agendas
- 4. REPORTS**
 - 4a** Librarian's Report
 - 4b** Friends of the Colleyville Public Library Report
 - 4c** Colleyville Public Library Foundation Report
- 5. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards *Thursday, June 8, 2023* by 5:00 p.m.

Mary Rodne
Library Director

A quorum of any Colleyville board, commission, or committee may be present at this meeting. Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1130, and reasonable accommodations will be made to assist you.



City of Colleyville

Colleyville Library Board

MINUTES

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Monday, April 10, 2023
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Molly Skinner called the meeting of the Colleyville Library Board to order at 6:05 p.m.

Present Board members: Chair Molly Skinner, Vice-Chair Joan Roberts, Kay Newton, Wanda Cotter, Pat Jones, Gary McPherson, and Denise Light. City Staff: Library Director Mary Rodne, Library Community Events Coordinator Maria Hoefke

Absent Board Members: Joy Lee Fulton, Joseph Stout

2. APPROVAL OF MINUTES

December 12, 2022

A motion was made by Kay Newton and seconded by Joan Roberts to approve the December 12, 2022 minutes. The motion was approved unanimously.

3. REGULAR AGENDA ITEMS

3a Update on the Colleyville Public Library Long-Range Plan 2023 - 2028

Director Rodne reported that the Long-Range Plan was approved by the City Council at the March 21st meeting. The City Council also approved the purchase with Bibliotheca for upgraded equipment and software for the Library's two Automated Materials Handling (AMH) systems. Board members asked if the Council had any questions. Rodne noted that one question had been asked regarding access to the Library's digital content in cloudLibrary by children, and explained that parent control options existed.

3b Overview of the 2023 Summer Reading Program

Director Rodne stated the Library was in the planning stages for the 2023 Summer Reading Program. This year's theme would be, 'Celebrate Reading,' and that the logos for the summer t-shirts had been designed. The Summer Reading Kick-Off was set for June 2nd and the Summer Reading Finale will be held in the evening on July 28th. Additionally, Rodne stated that Jean Neisus was in the midst of making a

quilt incorporating all the t-shirts from the past 20 Summer Reading Programs. Rodne said this year's theme would incorporate a birthday cake with a '20' on top as well as fireworks in the balloon columns. All programs had been booked, said Rodne, except for one performer who withdrew due to illness. Also, Rodne said, members of the Youth Service's Department will be visiting the area schools in early May promoting the Library's Summer Reading Program.

3c Discussion of Items for Future Agendas

There were no comments or suggestions for future discussion items.

REPORTS

4a Librarian's Report

A. Monthly Statistics:

Director Rodne provided an overview of the statistics and programs for the months of December through March 2023. Rodne stated that overall the statistics were up for the Library. Most Library usage statistics were up and circulation was up seven percent, Rodne said. Additionally, the Library had 140 volunteers during this time period with 540 voluntary library hours.

B. Donations:

Rodne reported that the Library had received a total of \$16,362 from December to March. Of that amount, \$100 was received from David and Pam Brandt in December for the purchase of non-fiction books. In January, the Colleyville Public Library Foundation donated \$500 for the Library's author luncheon and an additional \$2,500 for a new train table in the Youth Services area. Additionally, the Friends of the Library also donated \$2,500 for the train table. Also, Rodne said the United Methodist Church recognized the Library with a \$162.00 donation which was used for adult and children's books. The church also donated a coffee pot for Library staff. In February, the Colleyville Lions Club donated \$500 for the purchase of Large Print books, and the Colleyville Garden Club donated \$100 for the purchase of gardening books. In March, the Library received a \$10,000 donation from the Robert J. and Helen H. Glaser Family Foundation for the Library's Summer Reading Program. Rodne added that a plaque was presented to the Glaser's at the March 21, 2023 City Council meeting in recognition of their generosity.

C. Programs:

Rodne stated that overall the program statistics were up for the Library. Rodne said that the Adult/Teen staff hosted 24 programs and 149 people attended. In Youth Services, 27 programs were offered and 744 had attended.

Rodne added that the Library would be hosting a Spring StoryWalk® at the end of April or beginning of May and were waiting on the storyboards to be printed. It was explained that the featured book was going to be *Muncha, Muncha, Muncha*, and would include a rabbit scavenger hunt around The Plaza.

Additionally, Rodne stated that the City's Recreation and Senior Center programs would continue at the Library through May and possibly into June. At the end of April, Rodne said early voting would begin at the Library on April 24th.

The report was concluded with additional information regarding the purchase of the Library's two Automated Materials Handling (AMH) systems. Following City Council approval of the purchase, the Library placed the order. Rodne noted that the equipment is made in Germany and estimated arrival time may be around six months, possibly October.

4b Friends of the Colleyville Public Library Report

Friends of the Library President Joan Roberts stated the group is still receiving book donations and currently have an influx of children's books. The group has donated a number of children's books to at a local organization, Young Lives. The program is a division of Young Life and the Friends donated the children's books to young mothers. Roberts said the Friends are anticipating selling ice cream this summer following the Library's Tuesday/Thursday afternoon programs. Director Rodne said in the past, a local burger business as well as Sonic had sold ice cream and last summer, the Library hosted an ice cream truck on The Plaza with the Library's outdoor evening performances. Friends of the Library member Kay Newton said the group would look into selling water along with ice cream. Library Board member Gary McPherson said he had recently toured a Salvation Army facility in Fort Worth in which the Dallas Cowboys donated funds for a Library within the facility. McPherson said they were also looking for books and suggested it to the Friends. In addition, the Friends are receiving calls asking if only Colleyville residents were allowed to buy from the used books shelves at the Library. Newton stated that anyone could buy from their sale shelves. Roberts also said there were no current plans for a book sale.

4c Colleyville Public Library Foundation Report

Foundation President Denise Light said the organization is in the planning process for its fundraising celebration marking the Library's 20th year. Light stated that the

Foundation is hoping the event will raise \$50,000 for the Library and are anticipating to host an author to headline as well as a jazz band. Light said the group will be calling for sponsorships from the community and putting together a sponsorship level sheet with items attributed to each level.

4. ADJOURNMENT

A motion was made by Kay Newton and seconded by Wanda Cotter to adjourn the meeting of the Colleyville Library Board at 6:26 p.m. The motion was approved unanimously.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE ___ DAY OF__.

Minutes taken and prepared by:

*Maria Hoefke
Library Community Events Coordinator*



CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

Agenda Number 3a

Agenda Date 6/12/2023

Number

Type Regular Agenda Items

Department Library

Title

Update on the 2023 Summer Reading Program

Explanation

Library Director Mary Rodne will provide an update on the 2023 Summer Reading Program, "Celebrate Reading!".

Attachments

1. Colleyville Public Library - 2023 Summer Reading Logo

COLLEYVILLE PUBLIC LIBRARY



CELEBRATE READING! 2023

20TH SUMMER READING PROGRAM!



CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

Agenda Number 3b

Agenda Date 6/12/2023

Number

Type Regular Agenda Items

Department Library

Title

Discussion of Items for Future Agendas

Explanation

This item allows the opportunity for Library Board members to suggest items for consideration on future Library Board agendas and to confirm the next regularly scheduled meeting date.

Attachments



CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

Agenda Number 4a

Agenda Date 6/12/2023

Number

Type Report

Department Library

Title

Librarian's Report

Explanation

The reports provided are to update Board members on the statistics and programs for the months of April 2023 through May 2023.

A. Monthly Statistics

B. Donations

C. Library Programs

Attachments

1. Library Statistics - April 2023 - May 2023
2. Volunteer Hours Summary - FY2022-2023



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/APRIL 2023						
	April 2023	April 2022	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	7,736	6,903	12%	57,309	45,635	26%
Drive Up Transactions	131	147	-11%	1,065	1,166	-9%
Gate Count	6,814	5,988	14%	50,699	39,317	29%
Cloud Library Activity	791	768	3%	5,545	5,152	8%
Total In-Library Transactions	24,077	22,219	8%	174,127	162,542	7%
Holds Arrived	2,226	2,316	-4%	16,809	17,128	-2%
Study Room Hours Usage	290.00	256.00	13%	2,029	1,854	9%
Volunteer Hours	78.00	119.00	-34%	618.25	685.00	-10%
LIBRARY PROGRAMS PRESENTED						
	24	24	0%	338	254	33%
PROGRAM ATTENDANCE						
	413	446	-7%	6,995	4,093	71%
COMPUTER USE						
	Users			Users		
Children	38	14	171%	249	48	419%
Adult	87	88	-1%	562	274	105%
LIBRARY CARDS						
Cards Registered	104	97	7%	643	581	11%
Library Card Holders	8,998	9,048	-1%			
CIRCULATION						
Total Circulation	18,741	17,347	8%	133,510	124,135	8%
Cloud Library	4,841	4,845	0%	33,830	32,376	4%
COLLECTION						
	1,339	-154	969%	73,136	73,395	0%
LIBRARY RECEIPTS						
	\$409.05	\$575.48	-29%	\$2,994.41	\$4,032.31	-26%



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/MAY 2023

	May 2023	May 2022	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	9,280	9,841	-6%	66,589	55,476	20%
Drive Up Transactions	190	139	37%	1,255	1,305	-4%
Gate Count	8,238	8,899	-7%	58,937	48,216	22%
Cloud Library Activity	852	803	6%	6,397	5,955	7%
Total In-Library Transactions	29,763	26,876	11%	53,840	189,418	-72%
Holds Arrived	2,957	2,718	9%	5,183	19,846	-74%
Study Room Hours Usage	345.00	226.00	53%	2,374.00	2,080.00	14%
Volunteer Hours	213.00	91.00	134%	830.90	775.75	7%

LIBRARY PROGRAMS PRESENTED						
	25	10	150%	363	264	38%

PROGRAM ATTENDANCE						
	1,421	2,049	-31%	8,416	6,142	37%

COMPUTER USE		Users	Users			
Children	42	33	27%	291	81	259%
Adult	95	80	19%	657	354	86%

LIBRARY CARDS						
Cards Registered	141	189	-25%	784	770	2%
Library Card Holders	9,135	9,223	-1%			

CIRCULATION						
Total Circulation	23,191	21,120	10%	156,701	145,255	8%
Cloud Library	5,532	5,451	1%	39,362	37,827	4%

COLLECTION						
	-99	-292	66%	73,037	73,103	0%

LIBRARY RECEIPTS						
	\$630.76	\$1,445.04	-56%	\$3,625.17	\$5,477.35	-34%



COLLEYVILLE PUBLIC LIBRARY VOLUNTEER HOURS

FISCAL YEAR 2022-2023

MONTH	VOLUNTEERS	PER- SONS	VOLUNTEENS	PER- SONS	NCL	PER- SONS	SCHOOL	PER- SONS	TEEN/ADULT COURT	PER- SONS	TOTAL	TOTAL PERSONS
October	10.90	4	1.00	1	0.00	0	37.50	14	0.00	0	49	19
November	11.00	3	6.00	1	0.00	0	80.00	20	3.00	1	100	25
December	11.00	2	3.00	1	0.00	0	67.75	17	0.00	0	82	20
January	16.25	2	18.50	5	0.00	0	64.50	17	0.00	0	99	24
February	27.60	5	5.50	3	0.00	0	64.25	21	5.00	1	102	30
March	13.50	2	0.00	0	0.00	0	93.75	20	0.00	0	107	22
April	5.75	1	2.00	2	0.00	0	70.50	19	0.00	0	78	22
May	25.90	4	5.00	2	34.00	13	147.75	19	0.00	0	213	38
June											0	0
July											0	0
August											0	0
September											0	0
FY Total	122	23	41.00	15	34.00	13	626.00	147	8.00	2	830.90	200



CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

Agenda Number 4b
Type Report
Department Library

Agenda Date 6/12/2023

Number

Title

Friends of the Colleyville Public Library Report

Explanation

A representative from the Friends of the Colleyville Public Library will provide an update and report to the Colleyville Library Board members.

Attachments



CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

Agenda Number 4c
Type Report
Department Library

Agenda Date 6/12/2023

Number

Title

Colleyville Public Library Foundation Report

Explanation

A representative from the Colleyville Public Library Foundation will provide an update and report to the Colleyville Library Board members.

Attachments