



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD AGENDA

Public Library - 110 Main Street

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**MONDAY, DECEMBER 15, 2025 - 6:00 PM**

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**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

August 11, 2025

**3. REGULAR AGENDA ITEMS**

- 3a** Introduction of new Colleyville Library Board Members
- 3b** Election of Chair and Vice-Chair
- 3c** Review Colleyville Library Board Bylaws
- 3d** Makerspace Update
- 3e** 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 *Tuesday, December 9, 2025*, by 5:00 p.m.

Jack Pawlowski  
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

110 Main Street, Colleyville, Texas, 76034

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**MONDAY AUGUST 11, 2025 - 6:00 PM**

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## **1. CALL TO ORDER**

Chair Al Cain called the meeting of the Colleyville Library Board to order at 6:01 p.m.

**Present:** Chair Al Cain, and Board members: Wanda Cotter, Kay Newton, Molly Skinner, Joseph Stout, Darrell Brown, David Thach, Denise Light. City staff: Library Director Jack Pawlowski and Library Outreach and Program Coordinator Dina Bayles.

**Absent:** NA

## **2. APPROVAL OF MINUTES**

June 9, 2025

A motion was made by Darrell Brown and seconded by Kay Newton to approve the June 9, 2025 minutes. The motion was approved unanimously.

## **3. REGULAR AGENDA ITEMS**

### **3a** Update on the 2025 Summer Reading Program

Jack Pawlowski provided statistics on the summer reading program being the second largest one on record, the largest being last year 2024. Total numbers being down by 64 patrons due to a slight decrease in youth participation. Teens were static and an increase in adults helped keep the numbers close. Program attendance down due to school visits no longer available in the district and no big Dinosaur George attraction. Finale attendance slightly down by about 200 due to a smaller event with less attractions and Heroes Park construction. However, Director Pawlowski reported the gate count was higher at 25,322 patrons visiting the library throughout summer reading and our circulation was up 10,000 compared to last year's summer reading. It was an extremely busy and rewarding summer reading program.

### **3b** Collection Development Policy Update

Director Pawlowski discussed the changes to the Collection Development Policy. The last formal review was in 2006 and revisions were addressed as necessary. Board member Darrell Brown asked about the percentage of materials removed from the collection. Director Pawlowski noted that the library's collection typically ranges between 70,000 and 74,000 items. About 7,000 leased McNaughton titles are reviewed and returned annually if not added to the permanent collection. Adult and Youth Services staff follow regular schedules for collection updates, and additional adjustments were made to the audio and visual materials to create space for the Maker's Space project.

### **3c** Library Card Update and Redesign

Director Pawlowski presented the design and process for our new pre-printed library cards. The cards will come with an additional key tag. The reason for the switch to pre-printed cards was to eliminate the need for two databases. Maintaining only one database allows for a more efficient process to issue library cards inside the library and off site at outreach events. Changes to juvenile library cards are also being implemented. The Juvenile Restricted library card has been expanded to include checkout from the Young Adult collection, whereas before it only limited DVD access. The other option available to parents is a full access card with no restrictions. Parents will still need to implement any digital restrictions they deem fit for their family. Discussion on the City creating one card that could be used for the Library, Senior Center and Recreation Center was had.

### **3d** Library Advisory Board Meeting Dates

Starting September 1, new laws passed with the agenda posting deadline of three business days versus 72 hours. Director Pawlowski proposed moving the board meeting from the second Monday to the third Monday. Some statistics cannot be generated until the second of the month which inhibits when statistics can be compiled in time for the meeting. The plan is to schedule meetings three times annually, in April, August, and December, to coincide with programming cycles. Director Pawlowski asked the board if moving from meeting six times per year to three times per year coinciding with programming cycles would be agreeable. Three meetings would be guaranteed with any additional meetings added as necessary, and the Advisory Board agreed.

### **3e** Approval to use the Voluntary Library Fund in Fiscal Year 2026, for purchase of library materials, materials processing supplies, and library programs, in an amount not to exceed \$195,000

Director Pawlowski requested funds of up to \$195,000 for physical and digital material acquisitions, databases, Newsbank, Cloud Library, Flipster, Hoopla and other platforms. There was discussion about the water bill verbiage for the voluntary opt in of \$4.00 and where those funds are allocated. It was noted that \$2.00 goes

to the library and \$2.00 goes to the Recreation department, and verification of the actual wording will be discussed with the Finance department.

Discussion continued, including spending allocations to different funds, investments on funds and special project requests. Kay Newton made a motion to approve the use of funds not to exceed, with a second by Molly Skinner. The motion was approved.

### **3f** Discussion of Items for Future Agendas

Wanda Cotter inquired about the Maker's Space progress. Physical modification of the room is being completed. Equipment coming in mid-September with training and policy planned for October and November. Marketing strategies will include a ribbon cutting, e-blast on social media, city videos, and e-news. Al asked if there would be a quilting machine, however at this point there is no space allocated or available for that size equipment. If demand changes, the space could be reconfigured to accommodate different needs

## **4. REPORTS**

### **4a** Librarian's Report

#### A. Monthly Statistics

Director Pawlowski noted the circulation statistics were up, while program attendance was strong but down a bit. Pre-k programs have taken some of our younger program attendance. Those offerings are less but we do have more adult, teen and tween programs. However, those are once per month as opposed to one to two times per week.

#### B. Donations

The library received a donation of \$100 from the Colleyville Garden Club to purchase gardening books.

#### C. Library Programs

Fall registration opens on August 25<sup>th</sup> with programs starting on September 2<sup>nd</sup>. Most programs are live in the calendar and will be completely done this week. We advertise programs on social media and utilize Peach Jar to target parents and students in GCISD. An e-blast will go out with programming opportunities including Senior Saturdays, Teen Dungeons and Dragons, and Story Times. Story Time on the Plaza is scheduled for the month of September which will end with a butterfly release and craft on the 29<sup>th</sup>. We have adult craft, gardening and health classes going on

from September through November. Al Cain asked about the number of inactive library cards and Director Pawlowski explained that any card expired more than three years is purged from the database every April. Volunteer hours were good with NCL working the summer reading program kickoff, prize room, and the finale. Teen shelving is consistently good, with adult volunteering good as well.

**4b Friends of the Colleyville Public Library Report**

Kay Newton discussed new officers voted in with Joan Roberts as new President. Ice cream sales after Thursday performers was successful. The Friends did not sell popcorn or water at the finale this year. The Friends will regroup in September.

**4c Colleyville Public Library Foundation Report**

Denise Light discussed Thursday, September 18<sup>th</sup> North Texas Giving Day opportunity. Denise will work on advertising and the library will assist.

**5. ADJOURNMENT**

A motion was made by Kay Newton and seconded by Darrell Brown to adjourn the meeting of the Colleyville Library Board at 7:01 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:



Dina Bayles  
Library Outreach and Program Coordinator



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number** 3a

**Agenda Date** 12/15/2025

**Number -**

**Type** Regular Agenda Items

**Department** Library

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## **Title**

Introduction of new Colleyville Library Board Members

## **Explanation**

This item allows for the introduction of new Colleyville Library Board member(s).

## **Attachments**

1. Library Board Roster

# LIBRARY BOARD

## **PLACE 1**

**Susan Baum**

(817) 455-2949

[susan.baum@compass.com](mailto:susan.baum@compass.com)

TERM: Nov 2025 – Nov 2027

## **PLACE 2**

**Al Cain**

(516) 510-1769

[alcain55@gmail.com](mailto:alcain55@gmail.com)

TERM: Nov 2024 – Nov 2026

## **PLACE 3**

**Ellen Stotmeister**

(760) 419-7004

[ellenstot@outlook.com](mailto:ellenstot@outlook.com)

TERM: Nov 2025 – Nov 2027

## **PLACE 4**

**Molly Skinner**

(214) 536-7219

[mollyskinn@aol.com](mailto:mollyskinn@aol.com)

TERM: Nov 2024 – Nov 2026

## **PLACE 5**

**Bill Utley**

(817) 586-9836

[Bill.utley@sbcglobal.net](mailto:Bill.utley@sbcglobal.net)

TERM: Nov 2025 – Nov 2027

## **PLACE 6**

**Darrell Brown**

(817) 313-6409

[Dbrown1988@hotmail.com](mailto:Dbrown1988@hotmail.com)

TERM: Nov 2024 – Nov 2026

## **PLACE 7**

**David Thach**

(214) 707-4182

[david@davidthach.com](mailto:david@davidthach.com)

TERM: Nov 2024 – Nov 2026

## **ALTERNATE 1**

**Debra Sims**

(817) 291-1022

[missdebby@yahoo.com](mailto:missdebby@yahoo.com)

TERM: Nov 2024 – Nov 2026

## **ALTERNATE 2**

**Robin Waggoner**

(817) 851-6589

[robinwaggoner@sbcglobal.net](mailto:robinwaggoner@sbcglobal.net)

TERM: Nov 2025 – Nov 2027

## **EX-OFFICIO – Library Foundation**

**Denise Light**

(817) 319-6608

[dflight16@yahoo.com](mailto:dflight16@yahoo.com)

## **EX-OFFICIO – Friends of the Library**

Joan Roberts

[Jroberts52@gmail.com](mailto:Jroberts52@gmail.com)



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number** 3b  
**Type** Regular Agenda Items  
**Department** Library

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**Agenda Date** 12/15/2025

**Number -**

## **Title**

Election of Chair and Vice-Chair

## **Explanation**

The Colleyville Library Board bylaws state that the Board shall, annually, elect a Chair and Vice-Chair from among the members. Officers shall serve a one-year term or until a successor is elected.

## **Attachments**



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number** 3c  
**Type** Regular Agenda Items  
**Department** Library

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**Agenda Date** 12/15/2025

**Number -**

## **Title**

Review Colleyville Library Board Bylaws

## **Explanation**

This item allows the opportunity to distribute and review the bylaws of the Colleyville Library Board.

## **Attachments**

1. Library Board Bylaws

## **COLLEYVILLE LIBRARY BOARD BYLAWS**

### **ARTICLE I – Identification and Purpose**

The Colleyville Library Board was established by the City Council of Colleyville, Texas, by Ordinance O-04-1466 on June 15, 2004. The purpose of the Colleyville Library Board is to act as an advisory board to the City Council relating to all nature of library facility planning and programming.

### **ARTICLE II – Membership**

- 2.1 The Colleyville Library Board shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; provided three (3) members shall be appointed each odd-numbered year and four (4) members must be appointed each even-numbered year. Places on the Board shall be numbered one (1) through seven (7). The Board shall also consist of two (2) alternates serving two-year terms. Alternates shall be numbered Alternate 1 and Alternate 2.
- 2.2 Members shall serve without compensation and until their successors are appointed.
- 2.3 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.4 In the event of a vacancy on the Colleyville Library Board, Alternate 1 shall fill the unexpired term and Alternate 2 shall be appointed to serve as Alternate 1. In the event of more than one vacancy on the Board, Alternate 1 and Alternate 2 shall fill the unexpired terms. Applications shall be accepted through the City Secretary's office for the Alternate position(s) and filled by City Council appointment for the length of the unexpired term.
- 2.5 The City Council, if it deems it desirable, may appoint ex-officio members to the Board. Such ex-officio members shall be appointed on an annual basis and the term of office of such ex-officio members shall be one year from the date of appointment. Such ex-officio members shall have no voting authority. In consideration of appointment of ex-officio members to the Board, the President of the Friends of the Colleyville Public Library and the President of the Colleyville Public Library Foundation shall be appointed to serve as ex-officio members with concurrent terms of the Presidents of the Friends of the Colleyville Public Library and the Colleyville Public Library Foundation.

- 2.6 If a member of the Colleyville Library Board fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, the Chair or staff liaison will notify the City Secretary. City Council may, at its discretion, declare a vacancy, advertise the open position, or appoint a replacement without advertising.

### **ARTICLE III – Officers**

- 3.1 The officers of the Colleyville Library Board shall be the Chair and the Vice Chair.
- 3.2 The Colleyville Library Board shall elect the Chair and Vice Chair from among the members annually. The officers shall serve one-year terms or until a successor is elected.
- 3.3 In the event of resignation or incapacity of the Chair, the Vice Chair shall serve as the Chair for the unexpired portion of the term.
- 3.4 City staff shall take minutes of the meeting and serve as custodian of Colleyville Library Board records.

### **ARTICLE IV – Meetings**

- 4.1 Regular meetings shall be held bi-monthly on the second Monday of the month at 6:00 p.m. at the Colleyville Public Library, located at 110 Main Street. Meeting dates, times and location may be changed as necessary.
- 4.2 Members unable to attend a regular meeting shall notify the Chair or staff liaison by noon of the meeting day.
- 4.3 A majority of the voting Colleyville Library Board members shall constitute a quorum to conduct business of the Library Board. The act of the Colleyville Library Board members, present at a meeting, at which a quorum is in attendance, shall constitute the act of the Colleyville Library Board.
- 4.4 Meeting agendas will be posted on the City Hall bulletin boards and the City's web site 72 hours prior to a meeting. Meeting agenda packets will be available to the public on the City's website 72 hours prior to a meeting. Approved meeting minutes will be included in City Council agenda packets under Reports.
- 4.5 Meeting agenda packets will be distributed to each member 72 hours prior to a meeting.
- 4.6 The Chair shall preside at all meetings. In the absence of the Chair, the Vice Chair shall preside.
- 4.7 The Chair may recognize individuals wishing to speak regarding an item on the agenda.

- 4.8 Special meetings may be called at the request of the Chair or three members of the Colleyville Library Board for the transaction of business. Posting and notification meeting requirements shall apply to special meetings.
- 4.9 The Colleyville Library Board may establish sub committees as deemed appropriate. Such committees will be dissolved upon completion of the charge or task.

#### **ARTICLE V – Duties and Responsibilities**

- 5.1 The Colleyville Library Board acts in an advisory capacity to the City Council in all matters pertaining to the library facility planning and programming, including development of long range capital improvement programs.
- 5.2 Recommend policies for library services, and the adoption of standards for public library facilities and their financial support.
- 5.3 Receives requests for public funding for educational purposes of any public or private person(s), associations or business entities, and forward such requests with recommendations to City Council.
- 5.4 Review the annual operating budget and capital improvement requests related to library programs with the Library Director, and provide recommendations to the Director for submission to the City Manager or designee for consideration.
- 5.5 Cooperate with City boards, commissions, and committees, other governmental agencies, civic groups, and all citizens of the City in the advancement of sound library planning and programming.
- 5.6 Board members will take the Attorney General Texas Open Meetings Act on-line training course, available on this link.  
[http://www.oag.state.tx.us/open/og\\_training.shtml#22](http://www.oag.state.tx.us/open/og_training.shtml#22), or you may obtain a DVD of the training course from the City Secretary, and provide a copy of the Certificate of Course Completion to the City Secretary. The training must be completed not later than the 90<sup>th</sup> day after the date the member takes the oath of office or otherwise assumes responsibilities as a member of the governmental body.

#### **ARTICLE VI – Amendments**

- 6.1 These bylaws may be amended by a majority vote at any regular meeting, if all members have been notified of the proposed amendment 72 hours prior to such meeting. Amendments must be in compliance with applicable City ordinances.



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number** 3d  
**Type** Regular Agenda Items  
**Department** Library

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**Agenda Date** 12/15/2025

**Number -**

## **Title**

Makerspace Update

## **Explanation**

Library Director Jack Pawlowski will present an update on the Library's Makerspace.

## **Attachments**



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number** 3e  
**Type** Regular Agenda Items  
**Department** Library

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**Agenda Date** 12/15/2025

**Number** -

## **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

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**Agenda Number**

**Agenda Date** 12/15/2025

**Number -**

**Type** Report

**Department** Library

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## **Title**

Librarian's Report

## **Explanation**

The reports provided are to update Board members on the statistics and programs for the months of August, September, October and November 2025.

A. Monthly Statistics

B. Donations

C. Library Programs

## **Attachments**

1. Volunteer Hours Summary - FY2024-2025
2. Volunteer Hours Summary - FY2025-2026
3. Statistics August - November 2025



## COLLEYVILLE PUBLIC LIBRARY VOLUNTEER HOURS

### FISCAL YEAR 2024-2025

MONTH	VOLUNTEERS	PER- SONS	VOLUNTEENS	PER- SONS	NCL	PER- SONS	SCHOOL	PER- SONS	TEEN/ADULT COURT	PER- SONS	TOTAL	TOTAL PERSONS
October	9.90	5	2.00	1	0.00	0	70.75	14	0.00	0	83	20
November	13.00	6	7.00	2	0.00	0	72.25	21	1.00	1	93	30
December	17.65	5	6.00	3	0.00	0	58.75	19	1.00	1	83	28
January	9.60	2	3.00	2	0.00	0	59.00	19	15.50	1	87	24
February	8.80	2	6.00	4	0.00	0	69.00	21	0.00	0	84	27
March	14.60	2	9.00	5	0.00	0	89.25	22	0.00	0	113	29
April	7.25	2	12.00	7	0.00	0	77.50	23	0.00	0	97	32
May	4.60	2	15.00	5	120.00	44	55.25	16	0.00	0	195	67
June	17.83	2	37.00	6	547.00	220	182.25	27	0.00	0	784	255
July	12.50	2	30.00	5	400.00	160	233.00	25	0.00	0	676	192
August	20.90	6	6.00	3	0.00	0	86.50	18	0.00	0	113	27
September	22.30	4	4.00	1	0.00	0	52.00	11	0.00	0	78	16
<b>FY Total</b>	<b>159</b>	<b>40</b>	<b>137.00</b>	<b>44</b>	<b>1,067.00</b>	<b>424</b>	<b>1,105.50</b>	<b>236</b>	<b>17.50</b>	<b>3</b>	<b>2,485.93</b>	<b>747</b>



## COLLEYVILLE PUBLIC LIBRARY VOLUNTEER HOURS

### FISCAL YEAR 2025-2026

MONTH	VOLUNTEERS	PER- SONS	VOLUNTEENS	PER- SONS	NCL	PER- SONS	SCHOOL	PER- SONS	TEEN/ADULT COURT	PER- SONS	TOTAL	TOTAL PERSONS
October	13.50	2	0.00	0	0.00	0	69.00	15	0.00	0	83	17
November	19.25	2	2.00	2	0.00	0	63.00	15	0.00	0	84	19
December											0	0
January											0	0
February											0	0
March											0	0
April											0	0
May											0	0
June											0	0
July											0	0
August											0	0
September											0	0
<b>FY Total</b>	<b>33</b>	<b>4</b>	<b>2.00</b>	<b>2</b>	<b>0.00</b>	<b>0</b>	<b>132.00</b>	<b>30</b>	<b>0.00</b>	<b>0</b>	<b>166.75</b>	<b>36</b>



## COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/AUGUST 2025						
	August 2025	August 2024	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
<b>USAGE STATISTICS</b>						
Persons Visiting the Library	7,077	6,844	3%	82,678	86,272	-4%
Drive Up Transactions	164	176	-7%	1,678	1,837	-9%
Gate Count	5937	5749	3%	70,630	74,435	-5%
Cloud Library Activity	976	919	6%	10,370	10,000	4%
Total In-Library Transactions	27,063	28,928	-6%	302,003	313,284	-4%
Holds Arrived	2,117	2,352	-10%	25,206	26,350	-4%
Study Room Hours Usage	284	343	-17%	3,326	3,309	1%
Volunteer Hours	113.00	116.00	-3%	2,408.00	2,672.84	-10%
<b>LIBRARY PROGRAMS PRESENTED</b>						
	20	22	-9%	544	518	5%
<b>PROGRAM ATTENDANCE</b>						
	557	267	109%	15,280	16,373	-7%
<b>COMPUTER USE</b>						
	Users			Users		
Adult	91	123	-26%	1,223	1,401	-13%
<b>LIBRARY CARDS</b>						
Cards Registered	91	112	-19%	980	1,081	-9%
Library Card Holders	10,847	9,496	14%			
<b>CIRCULATION</b>						
Total Circulation	23,350	22,733	3%	250,880	245,913	2%
Cloud Library	7,719	6,421	20%	76,520	65,358	17%
<b>REMOTE LOCKER</b>						
Circulation/ Checkouts	51			749		
Holds Arrived	55			759		
<b>COLLECTION</b>						
	-5	-150	-97%	70,585	73,686	-4%
<b>LIBRARY RECEIPTS</b>						
	\$599.44	\$506.79	18%	\$7,678.34	\$6,401.73	20%



## COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

### REPORT TO LIBRARY BOARD/SEPTEMBER 2025

	September 2025	September 2024	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
<b>USAGE STATISTICS</b>						
Persons Visiting the Library	7,429	6,612	12%	90,107	92,884	-3%
Drive Up Transactions	171	154	11%	1,849	1,991	-7%
Gate Count	6308	5557	14%	76,938	79,992	-4%
Cloud Library Activity	950	901	5%	11,320	10,901	4%
Total In-Library Transactions	24,705	25,077	-1%	326,708	338,361	-3%
Holds Arrived	2,136	2,342	-9%	27,342	28,692	-5%
Study Room Hours Usage	336	328	2%	3,662	3,637	1%
Volunteer Hours	78	45	73%	2485.93	2718.09	-9%
<b>LIBRARY PROGRAMS PRESENTED</b>						
	70	61	15%	614	579	6%
<b>PROGRAM ATTENDANCE</b>						
	1,339	1,134	18%	16,619	17,507	-5%
<b>COMPUTER USE</b>						
	Users			Users		
Adult	111	91	22%	1,334	1,492	-11%
<b>LIBRARY CARDS</b>						
Cards Registered	71	90	-21%	1,307	1,171	12%
Library Card Holders	10,934	9,584	14%			
<b>CIRCULATION</b>						
Total Circulation	21,738	20,651	5%	272,618	266,564	2%
Cloud Library	7,266	6,279	16%	83,786	71,637	17%
<b>REMOTE LOCKER</b>						
Circulation/ Checkouts	43	39		791	39	
Holds Arrived	51	34		810	34	
<b>COLLECTION</b>						
	-364	153	-338%	70,221	73,839	-5%
<b>LIBRARY RECEIPTS</b>						
	\$446.11	\$776.86	-43%	\$8,124.45	\$7,178.59	13%



# COLLEYVILLE PUBLIC LIBRARY

## MONTHLY STATISTICS

### REPORT TO LIBRARY BOARD/OCTOBER 20245

	October 2025	October 2024	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
<b>USAGE STATISTICS</b>						
Persons Visiting the Library	8,406	7,468	13%	8,406	7,468	13%
Gate Count	7,256	6,436	13%	7,256	6,436	13%
Cloud Library Activity	994	887	12%	994	887	12%
Drive Up Transactions	156	145	8%	156	145	8%
Total In-Library Transactions	22,702	25,087	-10%	22,702	25,087	-10%
Holds Arrived	2,138	2,310	-7%	2,138	2,310	-7%
Study Room Hours Usage	362.00	298.00	21%	362.00	298.00	21%
Volunteer Hours	83.00	83.00	0%	83.00	83.00	0%
<b>LIBRARY PROGRAMS PRESENTED</b>						
	72	80	-10%	72	80	-10%
<b>PROGRAM ATTENDANCE</b>						
	1,761	1,915	-8%	1,689	1,915	-12%
<b>COMPUTER USE</b>						
	Users	Users				
Adult	103	100	3%	103	100	3%
<b>LIBRARY CARDS</b>						
Cards Registered	88	83	6%	88	83	6%
Library Card Holders	11,017	10,900	1%			
<b>CIRCULATION</b>						
Total Circulation	21,059	20,515	3%	21,059	20,515	3%
Cloud Library	7,762	6,065	28%	7,762	6,065	28%
<b>REMOTE LOCKER</b>						
Circulation/ Checkouts	35	36	-3%	35	36	-3%
Holds Arrived	47	27	74%	47	27	74%
<b>COLLECTION</b>						
	-176	297	-159%	70,045	74,136	-6%
<b>LIBRARY RECEIPTS</b>						
	\$627.33	\$532.71	18%	\$627.33	\$532.71	18%



## COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/NOVEMBER 2025						
	November 2025	November 2024	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
<b>USAGE STATISTICS</b>						
Persons Visiting the Library	6,627	6,482	2%	15,033	13,950	8%
Gate Count	5,570	5,469	2%	12,826	11,905	8%
Cloud Library Activity	934	865	8%	1,928	1,752	10%
Drive Up Transactions	123	148	-17%	279	293	-5%
Total In-Library Transactions	20,522	21,759	-6%	43,224	46,846	-8%
Holds Arrived	1,924	2,086	-8%	4,062	4,396	-8%
Study Room Hours Usage	266.00	255.00	4%	628.00	553.00	14%
Volunteer Hours	84.00	93.00	-10%	166.75	175.9	-5%
<b>LIBRARY PROGRAMS PRESENTED</b>						
	53	50	6%	125	130	-4%
<b>PROGRAM ATTENDANCE</b>						
	1,135	1,003	13%	2,896	2,918	-1%
<b>COMPUTER USE</b>						
	Users	Users				
Adult	78	99	-21%	181	199	-9%
<b>LIBRARY CARDS</b>						
Cards Registered	54	63	-14%	142	146	-3%
Library Card Holders	11,071	10,963	1%			
<b>CIRCULATION</b>						
Total Circulation	19,377	18,477	5%	40,992	38,992	5%
Cloud Library	7,310	5,866	25%	15,072	11,931	26%
<b>REMOTE LOCKER</b>						
Circulation/ Checkouts	26	27	-4%	61	63	-3%
Holds Arrived	27	31	-13%	74	64	16%
<b>COLLECTION</b>						
	154	-397	139%	70,045	73,739	-5%
<b>LIBRARY RECEIPTS</b>						
	\$575.87	\$401.16	44%	\$1,203.20	\$933.87	29%



# CITY OF COLLEYVILLE COLLEYVILLE LIBRARY BOARD BRIEFING

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**Agenda Number**

**Agenda Date** 12/15/2025

**Number -**

**Type** Report

**Department** Library

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## **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

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**Agenda Number**

**Agenda Date** 12/15/2025

**Number -**

**Type** Report

**Department** Library

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## **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**