



City of Colleyville

Colleyville Library Board Agenda

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

Monday, June 10, 2013
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

2. APPROVAL OF MINUTES

April 8, 2013

3. REGULAR AGENDA ITEMS

3a Discussion of the Colleyville Public Library 2013 Summer Reading Program

3b Discussion of the Colleyville Public Library Tenth Anniversary Year Events

3c Discussion of the closing of the North Texas Library Partners (NTLP)

3d Colleyville Public Library Second Floor Expansion Project Update

3e Discussion of the Senior Center Rebranding Study

4. REPORTS

4a Librarian's Report

4b Friends of the Colleyville Public Library Report

4c Colleyville Public Library Foundation Report

5. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

6. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 7, 2013 by 5:00 p.m.

Kathy E. Moore
Administrative Assistant

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 Library Assistant at least 48 hours in advance at 817.503.1150, and reasonable accommodations will be made to assist you.



City of Colleyville

Colleyville Library Board Minutes

City Hall
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Monday, April 8, 2013
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Jerome Davis called the meeting of the Colleyville Public Library to order at 6:02 p.m.

Roll Call: Present Chairperson Jerome Davis, Board members Victoria Kennedy-Ziegler, Thad Bolline, Kay Newton, Pam Jones, Charna Logan-Gray; Library, Parks and Recreation Director Mary Rodne and Administrative Assistant Kathy Moore.

Absent Board member Billie Tuttle; Alternate and Ex-Officio members Melissa Orlando and Cecilia Monacelli

2. APPROVAL OF MINUTES

February 11, 2013

A motion was made by Charna Logan-Gray and seconded by Victoria Kennedy-Ziegler to approve the February 11, 2013 minutes as presented. **Motion approved unanimously.**

3. REGULAR AGENDA ITEMS

3a Discussion of closing the North Texas Library Partners (NTLP)

Director Mary Rodne gave an overview on the services provided by the North Texas Library Partners (NTLP), a non-profit Corporation, which the Library pays an annual membership fee of \$2,000. Rodne stated that the benefits provided by NTLP include vendor discounts, training opportunities, and group bidding for discount pricing.

Director Rodne reported that with the closing of the NTLP, the Library will receive a partial refund for membership fees paid this fiscal year. Additionally, she noted that most vendors will honor pricing through the fiscal year ending in September and that staff will research other options for the future.

3b Colleyville Public Library Second Floor Expansion Project Update

Director Rodne presented an update on the second floor expansion project. It was noted that all the first floor online public access catalog (OPAC) stations had been

installed in new locations, and that 125 new chairs had been ordered for the second floor meeting room. Rodne informed Board members that a final walk through had been scheduled for miscellaneous shelving items.

3c Discussion of the Colleyville Public Library 2013 Summer Reading Program

Staff provided the Board members a calendar of special events for 2013. Director Rodne noted that the Summer Reading Program Kick-Off Party was scheduled on June 7, 2013 and it would feature a Wizard of Oz theme.

Director Rodne added that the Kick-Off Party would start at 6:00 p.m. and the Library would be open until 8:00 p.m. Rodne announced that Mayor Kelly would open the festivities by leading the children up the yellow brick road to open the Emerald City prize room. It was also noted that the party would include face painting, a balloon artist and photos with the Wizard of Oz characters.

Rodne gave an overview of the programs to be offered throughout the summer and noted that the Library would be offering a new program for older kids called the Globe Trotters, which would feature stories, crafts and some type of sports activity. Additionally, it was reported that the Library would be partnering with the Recreation Department to offer a mid-summer movie in the park event.

Library Director Rodne informed the Board that the Summer Reading Finale was scheduled for August 2, and that the event would be a larger event in celebration of the Library's ten years of service.

3d Discussion of the Colleyville Public Library 10th Anniversary Year Events

Director Rodne stated that the Library staff was planning a series of activities throughout the year to celebrate the ten year anniversary, starting with the Summer Reading Program. Additionally, as part of the celebration, a Sculpture Exhibit featuring various sculptures was scheduled for display at the Library and City Hall in August - December.

Rodne added that the donation of the sculpture "Juliana's Two Loves" was approved by Council and would be presented to the Library by Susan Stark at the April 16, 2013, City Council meeting.

Mary Rodne suggested that a more formal event be planned for November 2013 to conclude the ten year celebration. Discussion ensued with many ideas and suggestions from the Board members. The Board agreed that the event should be a time to thank all the donors, groups and individuals who have supported the Library over the past ten years. A tentative date was set for November 8, 2013.

4. REPORTS

4a Librarian's Report**Monthly Statistics**

Director Mary Rodne gave the Board an overview of the statistics for the months of February and March. Rodne informed the Board that overall the numbers were up from last year. Rodne concluded that registration for Library cards was up and that registration for cards would also increase with the Summer Reading Program. Rodne added that volunteer hours totaled 1,108 hours.

Donations

Director Rodne reported that the Library received a total of \$10,500 in donations in February and March. A \$10,000 donation from The Robert J. and Helen H. Glaser Family Foundation through the Colleyville Public Library Foundation was received in February for the Summer Reading Program; along with a \$500 donation in March from the Colleyville Lion's Club for the purchase of large print books.

Library Programs

Director Mary Rodne informed the Board that all the Spring 2013 programs will end this week and that the Library will focus on planning for the Summer Reading Program. Rodne also noted that the adult book clubs were doing very well with good attendance.

4b Friends of the Colleyville Public Library Report

Kay Newton reported for the Friends of the Colleyville Library. Newton stated that the Friends had met on Thursday, April 4, and that they would be sponsoring a used book sale on April 19-20, 2013. Newton announced that a "For Friends Only" event would be held on Friday evening from 3:00 – 5:00 p.m. and added that Friends of the Library memberships would be available for purchase at the door. It was noted that the book sale for the general public would be held on Saturday from 10:00 a.m. – 2:30 p.m. Additionally, it was noted that donations of gently used items were still being accepted.

Newton informed the Board that the Friends of the Library were partnering with the Library for their Summer Reading Program and had plans to go out into the community to promote the program. Additionally, they hoped to heighten awareness on all programming and services the Colleyville Public Library has to offer. In closing, Newton noted that the Friends of the Library would be providing several grand prizes for the Summer Reading Program.

4c Colleyville Public Library Foundation Report

Mary Rodne stated that the Library Foundation was still working on the redesign of the adult reading area, and noted that the project committee had selected a chair style and would be moving forward with the redesign.

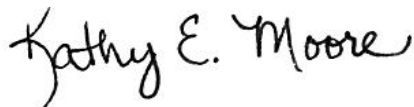
5. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

There were no citizen comments/presentations regarding items not on the agenda.

6. ADJOURNMENT

A motion was made by Kay Newton and seconded by Pam Jones to adjourn the meeting of the Colleyville Library Board at 6:55 p.m. **Motion approved unanimously.**

Minutes taken and prepared by:



Kathy E. Moore
Administrative Assistant



City of Colleyville Colleyville Library Board Agenda Briefing

City Hall
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Agenda Number 3a

Agenda Date 06/10/2013

Number 3a

Type Regular Agenda Items

Department Library

Title

Discussion of the Colleyville Public Library 2013 Summer Reading Program

Explanation

This item is provided as an update for the Colleyville Public Library's Summer Reading program.

Attachments



City of Colleyville Colleyville Library Board Agenda Briefing

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Agenda Number 3b

Agenda Date 06/10/2013

Number 3b

Type Regular Agenda Items

Department Library

Title

Discussion of the Colleyville Public Library Tenth Anniversary Year Events

Explanation

This item is provided to discuss the upcoming tenth year anniversary of the Colleyville Public Library.

Attachments



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Agenda Number 3c

Agenda Date 06/10/2013

Number 3c

Type Regular Agenda Items

Department Library

Title

Discussion of the closing of the North Texas Library Partners (NTLP)

Explanation

This item is to update the Board members on the status of the closing of the North Texas Library Partners (NTLP) .

Attachments



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City Hall
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Agenda Number 3d

Agenda Date 06/10/2013

Number 3d

Type Regular Agenda Items

Department Library

Title

Colleyville Public Library Second Floor Expansion Project Update

Explanation

This item is provided to give the Library Board an update on the Colleyville Public Library second floor expansion project.

Attachments



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Agenda Number 3e

Agenda Date 06/10/2013

Number 3e

Type Regular Agenda Items

Department Library

Title

Discussion of the Senior Center Rebranding Study

Explanation

This item is to inform the Library Board of the Senior Center rebranding Study and the upcoming public meeting.

Attachments



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Agenda Number 4a

Agenda Date 06/10/2013

Number 4a

Type Report

Department Library

Title

Librarian's Report

Explanation

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

- A. Monthly Statistics
- B. Donations
- C. Library Programs

Attachments

1. Library Monthly Statistic Report - April and May



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/APRIL 2013						
	April 2013	April 2012	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	6,954	6,628	5%	49,695	53,199	-7%
Drive Up Transactions	183	156	17%	1,065	1,188	-10%
Total In-Library Transactions	31,478	29,156	8%	227,870	214,247	6%
Study Room Hours Usage	385.50	411.00	-6%	2,157.50	2,110.00	2%
Volunteer Hours	163.00	95.25	71%	1,273.77	1,017.55	25%
LIBRARY PROGRAMS PRESENTED						
	29	26	12%	273	265	3%
PROGRAM ATTENDANCE						
	630	537	17%	12,455	8,258	51%
COMPUTER USE						
	Users			Users		
Children	36	28	29%	466	415	12%
Adult	388	380	2%	2,619	3,817	-31%
CARD REGISTRATIONS						
	63	65	-3%	578	490	18%
CIRCULATION						
TOTAL CIRCULATION	18,500	16,624	11%	129,094	122,358	6%
Digital	752	578	30%	4,599	3,890	18%
Zinio	853			853		
COLLECTION						
	639	518	23%	67,316	64,526	4%
LIBRARY RECEIPTS						
	\$1,484.62	\$1,626.95	-9%	\$13,303.10	\$13,081.46	2%



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/MAY 2013

	May 2013	May 2012	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	5,230	8,183	-36%	54,925	61,382	-11%
Drive Up Transactions	141	160	-12%	1,206	1,348	-11%
Total In-Library Transactions	31,471	33,033	-5%	259,251	247,280	5%
Study Room Hours Usage	303.00	444.00	-32%	2,460.50	2,553.00	-4%
Volunteer Hours	74.76	82.50	-9%	1,348.53	1,100.05	23%

LIBRARY PROGRAMS PRESENTED

12	11	9%	285	276	3%
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PROGRAM ATTENDANCE

1,235	1,351	-9%	13,690	9,609	42%
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COMPUTER USE

Users

Users

Children	85	85	0%	551	500	10%
Adult	386	519	-26%	3,005	4,336	-31%

CARD REGISTRATIONS

115	91	26%	693	581	19%
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CIRCULATION

TOTAL CIRCULATION	18,806	19,470	-3%	147,836	141,828	4%
Digital	856	642	33%	5,455	4,532	20%
Zinio	589			1,442		

COLLECTION

517	507	2%	67,833	65,033	4%
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LIBRARY RECEIPTS

\$2,365.21	\$2,073.43	14%	\$15,668.31	\$15,154.89	3%
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COLLEYVILLE PUBLIC LIBRARY

VOLUNTEER HOURS

FISCAL YEAR 2012/2013

MONTH	VOLUNTEERS	PERS- ONS	VOLUNTEENS	PERS- ONS	NCL	PERS- ONS	SCHOOL	PERS- ONS	TEEN/ADULT COURT	PERS- ONS	TOTAL	TOTAL PERSONS
October	64.33	7	1.00	1	0.00	0	100.00	19	10.00	2	175.33	29
November	75.25	6	10.00	2	100.00	26	119.75	21	11.00	2	316.00	57
December	36.70	5	3.00	2	0.00	0	101.30	24	2.00	1	143.00	32
January	24.25	4	9.50	4	0.00	0	114.00	29	6.00	1	153.75	38
February	32.25	4	2.00	1	0.00	0	102.90	22	10.25	2	147.40	29
March	37.17	6	19.25	5	0.00	0	104.30	24	12.60	2	173.32	37
April	96.00	6	0.00	0	0.00	0	61.90	20	5.45	2	163.35	28
May	23.16	4	0.00	0	0.00	0	41.60	15	10.00	2	74.76	21
June											0.00	0
July											0.00	0
August											0.00	0
September											0.00	0
FY Total	389.11		44.75		100.00		745.75		67.30		1,346.91	0



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Agenda Number 4b

Agenda Date 06/10/2013

Number 4b

Type Report

Department Library

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 Agenda Briefing

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Agenda Number 4c

Agenda Date 06/10/2013

Number 4c

Type Report

Department Library

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.

Attachments