



City of Colleyville

Colleyville Library Board Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Monday, April 18, 2016
6:30 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

2. APPROVAL OF MINUTES

January 18, 2016 and March 22, 2016

3. REGULAR AGENDA ITEMS

3a Update on the Colleyville Public Library Long-Range Plan 2016-2021

3b Overview of the 2016 Summer Reading Program

3c 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. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

6. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, April 15, 2016 by 5:00 p.m.

Kristi Isbell,
Administrative Assistant

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance 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 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
100 Main Street
Colleyville, Texas 76034
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www.colleyville.com

Monday, January 18, 2016
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Vernon Noronha called the meeting of the Colleyville Public Library Board to order at 6:01 p.m.

Roll Call

Present Board members: Chairperson Vernon Noronha, Vice Chair Victoria Kennedy-Ziegler, Molly Skinner, Billie Tuttle, Kay Newton, Seanna Billinger, Joan Roberts, Ex Officio Nancy Tuuling; Staff: Library and Recreation Director Mary Rodne, Administrative Assistant Kristi Isbell

Absent Member Nancy Andrews, Ex Officio member Cecilia Monacelli

2. APPROVAL OF MINUTES

October 12, 2015

A motion was made by Molly Skinner and seconded by Kay Newton to approve the October 12, 2015 minutes as presented. **The motion carried with a unanimous vote.**

3. REGULAR AGENDA ITEMS

3a Legislative Update

Colleyville Police Detective Jeremiah Filion presented an update and explained the application of Texas' new open carry law that became effective on January 1, 2016. Detective Filion explained differences between previous concealed carry law and requirements regarding visibility and holsters. Filion explained that open carry is not prohibited in government buildings (local or federal) with a few exceptions. Filion stated that cities can decide whether or not to allow or prohibit open and/or concealed carry at public meetings, but must provide specific signage indicating prohibition. Filion stated that Colleyville City Council approved a resolution to prohibit open carry at public meetings, but allow concealed carry at public meetings, with proper licensing. Detective Filion explained further exceptions to the new open carry law.

3b Review Colleyville Library Board Bylaws

Director Mary Rodne stated that Library Board Bylaws were included, annually, for member review. Rodne reminded the Board of the importance of adhering to meeting attendance guidelines outlined in Section 2.6.

3c Update on the Colleyville Public Library Long-Range Plan

Director Mary Rodne stated that the plan is still being reviewed and that the goal is to complete the plan in late spring. Rodne explained that there were over 1,300 respondents to the survey. Molly Skinner requested, and board members discussed, merit knowing the number of households represented in the respondent total.

3d Discussion of Items for Future Agendas

The next regularly scheduled meeting was tentatively set for Monday, February 8, 2016.

4. REPORTS**4a Librarian's Report****A. Monthly Statistics:**

Director Mary Rodne provided an overview of the statistics for the months of October through December 2015.

B. Donations

Rodne stated that the Library had received a total of \$350.00 in donations for the months of October through December 2015. In October, the Library received \$50.00 from Saddlebrook Homeowners Association, for the purchase of books, in memory of one of its residents, Richard Stites. In December, the Library received \$100.00 from William and Nancy Bowen for the purchase of e-books, \$100.00 from David and Pam Brandt for the purchase of business books, and \$100.00 from Ann Maddux for the purchase of e-audio books.

C. Library Programs

Rodne explained that the spring brochure had been released and the session started on January 18. Rodne described youth programs new to this session, such as STEAM Adventures (Science, Technology, Engineering, Art, and Math) and the addition of monthly family programs. Rodne stated that the family programs would be themed and would include a How to Be a Princess party in February, How to Be a Ninja party in March, and a Spring Party in April. Director Rodne explained that the Whole Foods of Colleyville approached the Library about providing a story time in their restaurant

seating area and that this off-site story time would be held on Tuesdays at 11:00 a.m. Rodne stated that the New Year, New You program for adults started on January 9 and featured three programs on Organization, Nutrition, and Fitness. Rodne stated that the Master Gardener Series program began in January and would continue through May 14. Rodne added that the Library is offering a new language learning service called Transparent Languages. Rodne explained that planning has begun on the Summer Reading Program and the themes vary from *On Your Mark, Get Set, Read* and *Exercise Your Mind* and may include a sports or Olympic related theme.

4b Friends of the Colleyville Public Library Report

Nancy Tuuling reported that local author Mark Fadden spoke at the Friends meeting on November 19 about the history of Colleyville. Tuuling added that Fadden donated \$75.00 to the Friends, which was a percentage of the evening's sales of his new book, *Images of America: Colleyville*. Tuuling stated that the Friends also participated in the City's Tree Lighting Celebration in December and had \$218.00 in popcorn sales during the event. Tuuling stated that a tentative date of May 7 had been set for the annual Friends' Used Book Sale and that book donations are accepted in the Library. Kay Newton added that the Friends sponsored one of the Community Decorated Trees, during the holidays, and it was themed *Angels Among Us*.

4c Colleyville Public Library Foundation Report

Director Rodne reported on behalf of the Library Foundation that, due to scheduling conflicts, the Foundation had not met. Rodne added, however, that the Glaser Family Foundation has donated \$10,000.00 to the Foundation, in support of the Summer Reading Program and the purchase of summer reading materials. Rodne stated that the Glaser Foundation has donated \$10,000.00 each year since the Library opened.

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

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

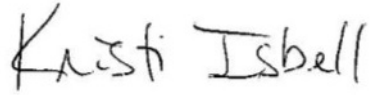
6. ADJOURNMENT

A motion was made by Billie Tuttle and seconded by Victoria Kennedy-Ziegler to adjourn the meeting of the Colleyville Library Board at 6:45 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:

Kristi Isbell

A handwritten signature in black ink that reads "Kristi Isbell". The signature is written in a cursive, slightly informal style.

Administrative Assistant



City of Colleyville

Colleyville Library Board MINUTES

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

Tuesday, March 22, 2016
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Vernon Noronha called the special meeting of the Colleyville Public Library board to order at 6:09 p.m.

Roll Call: Present Board members: Kay Newton, Vice Chair Victoria Kennedy-Ziegler, Molly Skinner, Billie Tuttle, Chair Vernon Noronha, Seanna Billinger, Alternate 1 Joan Roberts, Alternate 2 Shanthi Kannan, Ex Officio Nancy Tuuling, Library Director Mary Rodne, Administrative Assistant Kristi Isbell, Hidell and Associates Architect Aaron Babcock, Foundation representative Ginny Tighe, Friends and Foundation representative Pat Jones

Absent: Board member Nancy Andrews, Ex-Officio member Cecilia Monacelli

2. REGULAR AGENDA ITEMS

2a Approval of the Colleyville Public Library Long-Range Plan 2016-2021

A motion was made by Billie Tuttle and seconded by Molly Skinner to approve the Colleyville Library Long-Range Plan as presented, by Aaron Babcock of Hidell Associates Architects, in the March 22, 2016 Joint Work Session with City Council.

3. ADJOURNMENT

A motion was made by Vernon Noronha and seconded by Kay Newton to adjourn the special meeting of the Colleyville Library Board at 6:20 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:

Kristi Isbell
Administrative Assistant



City of Colleyville Colleyville Library Board Agenda Briefing

City Hall
100 Main Street
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Agenda Number 3a

Agenda Date 04/18/2016

Number

Type Regular Agenda Items

Department Library

Title

Update on the Colleyville Public Library Long-Range Plan 2016-2021

Strategy Map Connection

Explanation

Library Director Mary Rodne will provide an update on the Colleyville Public Library Long-Range Plan 2016-2021.

Attachments



City of Colleyville Colleyville Library Board Agenda Briefing

City Hall
100 Main Street
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Agenda Number 3b

Agenda Date 04/18/2016

Number

Type Regular Agenda Items

Department Library

Title

Overview of the 2016 Summer Reading Program

Strategy Map Connection

Explanation

Library Director Mary Rodne will provide an overview of the Colleyville Public Library's 2016 Summer Reading Program, *Step Right Up, Read*.

Attachments



City of Colleyville Colleyville Library Board Agenda Briefing

City Hall
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Agenda Number 3c

Agenda Date 04/18/2016

Number

Type Regular Agenda Items

Department Library

Title

Discussion of items for future agendas

Strategy Map Connection

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 Agenda Briefing

City Hall
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Agenda Number 4a

Agenda Date 04/18/2016

Number

Type Report

Department Library

Title

Librarian's Report

Strategy Map Connection

Explanation

The reports provided are to update the Board members on the statistics for the months of January 2016 through March 2016.

A. Monthly Statistics

B. Donations

C. Library Programs

Attachments

1. Monthly Statistics Summary Jan - Mar 2016



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/JANUARY 2016

	January 2016	January 2015	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	9,137	9,191	-1%	37,972	40,824	-7%
Drive Up Transactions	90	146	-38%	353	537	-34%
Total In-Library Transactions	27,443	29,126	-6%	108,905	115,439	-6%
Study Room Hours Usage	322.00	311.95	3%	1,234.00	1,373.95	-10%
Volunteer Hours	75.00	110.00	-32%	290.00	356.15	-19%

LIBRARY PROGRAMS PRESENTED

40	39	3%	183	193	-5%
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PROGRAM ATTENDANCE

644	722	-11%	3,916	6,148	-36%
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COMPUTER USE

Users

Users

Children

14

45

-69%

52

175

-70%

Adult

212

280

-24%

867

1,156

-25%

CARD REGISTRATIONS

75	71	6%	238	255	-7%
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CIRCULATION

TOTAL CIRCULATION

16,566

17,382

-5%

65,163

68,244

-5%

Overdrive

990

1,056

-6%

4,285

3,762

14%

Zinio

535

520

3%

1,905

1,960

-3%

OneClickdigital

40

26

54%

168

143

17%

COLLECTION

-95	-723	87%	77,993	74,618	5%
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LIBRARY RECEIPTS

\$1,951.94	\$1,993.78	-2%	\$6,949.51	\$8,134.62	-15%
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COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/FEBRUARY 2016

	February 2016	February 2015	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	8,447	9,551	-12%	46,419	51,780	-10%
Drive Up Transactions	89	140	-36%	442	677	-35%
Total In-Library Transactions	27,730	26,653	4%	143,169	142,092	1%
Study Room Hours Usage	341.00	249.00	37%	1,575.00	1,623.00	-3%
Volunteer Hours	111.00	88.25	26%	400.50	444.40	-10%

LIBRARY PROGRAMS PRESENTED						
	66	65	2%	249	258	-3%

PROGRAM ATTENDANCE						
	1,490	1,349	10%	5,406	7,497	-28%

COMPUTER USE		Users	Users			
Children	13	37	-65%	65	212	-69%
Adult	241	252	-4%	1,108	1,408	-21%

CARD REGISTRATIONS						
	85	54	57%	323	309	5%

CIRCULATION						
TOTAL CIRCULATION	16,211	15,873	2%	81,374	84,148	-3%
Overdrive	911	993	-8%	5,196	4,755	9%
Zinio	503	546	-8%	2,408	2,506	-4%
OneClickdigital	41	27	52%	209	170	23%

COLLECTION						
	227	101	125%	78,020	74,723	4%

LIBRARY RECEIPTS						
	\$2,020.59	\$1,756.82	15%	\$8,970.10	\$9,891.44	-9%



COLLEYVILLE PUBLIC LIBRARY MONTHLY STATISTICS

REPORT TO LIBRARY BOARD/MARCH 2016

	March 2016	March 2015	% Change (+/-)	Current YTD	Last Year to Date	% Change (+/-)
USAGE STATISTICS						
Persons Visiting the Library	8,995	11,174	-20%	55,414	62,954	-12%
Drive Up Transactions	129	165	-22%	551	842	-35%
Total In-Library Transactions	29,220	33,031	-12%	172,389	175,123	-2%
Study Room Hours Usage	314.00	212.00	48%	1,889.00	1,835.00	3%
Volunteer Hours	63.00	103.00	-39%	463.00	547.40	-15%

LIBRARY PROGRAMS PRESENTED

	76	77	-1%	325	335	-3%
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PROGRAM ATTENDANCE

	1,375	1,390	-1%	6,781	8,887	-24%
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COMPUTER USE

	Users	Users				
Children	18	36	-50%	83	248	-67%
Adult	281	326	-14%	1,389	1,734	-20%

CARD REGISTRATIONS

	55	70	-21%	328	379	-13%
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CIRCULATION

TOTAL CIRCULATION	16,788	19,095	-12%	98,162	103,108	-5%
Overdrive	1,051	1,068	-2%	6,247	5,823	7%
Zinio	363	386	-6%	2,771	2,892	-4%
OneClickdigital	34	36	-6%	243	206	18%

COLLECTION

	466	280	66%	78,486	75,003	5%
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LIBRARY RECEIPTS

	\$1,889.82	\$2,506.23	-25%	\$10,859.92	\$12,397.67	-12%
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COLLEYVILLE PUBLIC LIBRARY

VOLUNTEER HOURS

FISCAL YEAR 2015-2016

MONTH	VOLUNTEERS	PER- SONS	VOLUNTEENS	PER- SONS	NCL	PER- SONS	SCHOOL	PER- SONS	TEEN/ADULT COURT	PER- SONS	TOTAL	TOTAL PERSONS
October	15.00	2	4.50	3	0.00	0	25.00	12	0.00	0	45	17
November	11.00	2	6.00	2	0.00	0	32.50	11	0.00	0	50	15
December	23.00	4	11.50	4	0.00	0	82.50	18	0.00	0	117	26
January	13.50	2	19.75	3	0.00	0	45.75	15	0.00	0	79	20
February	11.25	2	6.00	2	0.00	0	74.00	20	19.25	2	111	26
March	4.75	2	7.00	3	0.00	0	47.75	15	3.00	1	63	21
April											0	0
May											0	0
June											0	0
July											0	0
August											0	0
September											0	0
FY Total	79	14	54.75	17	0.00	0	307.50	91	22.25	3	463.00	125



City of Colleyville Colleyville Library Board Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number 4b

Agenda Date 04/18/2016

Number

Type Report

Department Library

Title

Friends of the Colleyville Public Library Report

Strategy Map Connection

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

City Hall
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Agenda Number 4c

Agenda Date 04/18/2016

Number

Type Report

Department Library

Title

Colleyville Public Library Foundation Report

Strategy Map Connection

Explanation

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

Attachments