

HEWITT TEXAS

LIBRARY BOARD MEETING

April 22, 2024 at 6:00 PM

Hewitt Public Library, 200 Patriot Court, Hewitt, TX 76643

AGENDA

Board Members: Jerry Snider, Betty J. Smith, Julie Holcomb, Lydia Dashner, Jennifer Hunt, Delores K. Sincerney, Sally Goldman.

The Hewitt Public Library is a State Accredited Library that holds meetings on the 2nd Monday quarterly or otherwise posted. The Library Board presents recommendations to the City Council on the development, expansion, and operation of the Library System. This board meets quarterly as needed.

CALL TO ORDER

REGULAR AGENDA ITEMS

1. Consideration and approval of minutes from the January 29, 2024 Library Board Meeting.
2. Discussion on Hewitt Public Library strategic plan.
3. Receive Director's report.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board located in front of City Hall on **April 19, 2024**, by 5:00 PM.

CITY OF HEWITT

Matthew Glaser

Matthew Glaser
Library Director

In compliance with the Americans with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in City Council meetings. The facility is wheelchair accessible, with accessible parking available at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting by contacting the Hewitt Public Library Director at 254-666-2442.

**MEETING MINUTES FOR THE HEWITT LIBRARY BOARD
HEWITT, TEXAS**

January 29, 2024, 6:00 pm

Members present

Sally Goldman, President
Lydia Dashner, Vice President
Jenny Hunt, Secretary
Betty J. Smith
Delores K. Sincerney

Members absent

Jerry Snider
Julie Holcomb

Call to Order

President Sally Goldman called the meeting to order at 6:00 with 5 members present.

Regular agenda items

1. Consideration and approval of minutes from the meeting held on October 9, 2023.

Minutes from the previous meeting on October 9, 2023 were reviewed. Sally Goldman entertained a motion to accept the minutes. A motion to approve was made by Lydia Dashner, seconded by Betty Smith, and confirmed by all present.

2. Consideration and Approval of Operational Policies Handbook.

The Operational Policies Handbook had been distributed by email to the board prior to the meeting, and the board also received a printout at the meeting. The intention of the revised handbook is to collect all library policies into a single document that can be made available to the public on the library's website for full transparency.

Sally Goldman suggested several small corrections that are listed below:

- p. 4** – typo fix for “one **or** more children”
- p. 10** – “organizations **or** individuals”
- p. 13** – typo fix for spelling of McLennan (County)

The board had a few questions about various parts listed below:

- p. 8** – the board had a question about wording for posted materials (no change was needed)
- p. 13** – the board had a question about access by non-Hewitt individuals and whether the fee was the same as in the past (no change was needed)
- p. 30** – under “Responsibilities of Internet & Other Computer Users,” the board had a question about whether a line about “Must not access obscene or pornographic materials” should be included; Director Glaser indicated this would not be necessary because library computers already block access to such websites. No change was recommended.

A motion to approve the handbook with corrections was made by Delores Sincerney, seconded by Jenny Hunt, and confirmed by all present.

3. Receive Director's Report

Director Glaser gave a report on the library that covered the following topics: staff development day (January 25, 2024), \$10 fine cap (previously discussed with the board and implemented on January 26, 2024), blind date with a book program for Valentine's Day, Friends of the Library Book Sale (February 24, 2024), StretchLab Waco, Grant Projects, Community Evaluation Survey Results, and Five Year Plan in Development.

In addition to the book sale, on February 24, early voting occurred in the city council rooms, and also the library hosted the L3 Harris STEAM day.

Grant projects include application for summer giveaway books (a grant of \$3000 would purchase approximately 1200 books). Other grants are aimed at STEAM programs for ages 3-18, and expenses to cover visiting authors. The summer 2024 theme will be "All Together Hewitt," and the summer 2025 theme will be "Color Our World."

The Five Year Plan will be presented to the City Council in late March/early April 2024, and board members are encouraged to attend. Discussion may include the possibility of a climate-controlled Bookmobile, upgrades to laptops, and possible implementation of RFID tags for the collection (allowing sensors at doorways and self-check-out).

4. Nomination and election of board officers

Those board members whose terms had expired at the end of 2023 were reappointed by the City of Hewitt. Jenny Hunt offered to continue as secretary. Lydia Dashner motioned to accept and Sally Goldman seconded, with all others in favor.

Lydia Dashner offered to continue to Vice President, and Sally Goldman offered to continue as President. Delores Sincerney motioned to accept and Jenny Hunt seconded, with all others in favor.

Adjournment

President Sally Goldman then entertained a motion to adjourn around 7:10 pm. Lydia Dashner motioned to adjourn, and Delores Sincerney seconded.

Respectfully submitted:

Jenny Hunt, *Secretary, Hewitt Library Board*