

**MEETING MINUTES
TRAPHENE HICKMAN LIBRARY BOARD
THURSDAY, MAY 1ST, 2025
6:30 P.M.**

Traphene Hickman Library Board Members Present:

Lee Ruth Bryant, Dr. Deborah Cawthon, Elaine Cook, Cheryl Gee, Nedin Glover, Edith Gracia, Joyce Kinney, Alzena McGrew, Mary Sadousky, Darien Shelton, and Edgar Williams.

Traphene Hickman Library Board Members Absent:

George Bellomusto, Christine Benson, Rebeca Guevara, Jenny Martinez, Jacquelyn Moore.

City Staff Present:

Aranda Bell, Traphene Hickman Library Director and Anna Lee, Library Admin Secretary.

Others present:

Joy Siler, Administrative Coordinator from the Cedar Hill Museum of History.

I. Call the Meeting to Order:

Library President, Mary Sadousky, called the meeting to order at 6:38 p.m.

II. Citizen Forum:

-Joy Siler, Administrative Coordinator from the Cedar Hill Museum of History presented an update on the Museum's first year after moving into their permanent home in the new library location. Increased visibility and a mutually beneficial partnership with the Library were listed as definite positives of the new location. Ms. Siler announced they were currently working on a 5-year Strategic Plan. Research projects, individual collection items, and plans for future interactive phases covering 2 additional time periods of Cedar Hill history were highlighted. Funding for expansion and exhibit enhancements will be covered under two different grants along with proceeds from the yearly Golf Tournament.



III. Approval of Minutes for March Meeting:

Lee Ruth Bryant made the motion to approve minutes from the March 6th, 2025 meeting. Elaine Cook seconded the motion, and the motion was carried unanimously.

IV. Operations Update:

-Library Director, Aranda Bell, thanked the Board for their attendance at the recent Boards and Commissions Event.

-Ms. Bell shared library operation statistics for the month of March 2025 highlighting continued increases in all areas. Circulation remains around 70%.

-Ms. Bell announced Collin Redic and Henry Kamanga have been hired as PT Events Coordinators. In addition, Colton LaPrairie has been hired as the new Library Services Tech Assistant. Interviews are currently taking place for a PT Adult Service Assistant along with 3 seasonal summer positions.

-Ms. Bell gave a construction update noting we are still not at 100% with outstanding HVAC and door access issues. She also acknowledged parking remains a "positive" challenge due to increased patronage and events.

-Ms. Bell announced the old Library building will be repurposed by the City into much needed space for Public Safety and rooms for Non-Profit Offices.

-Ms. Bell extended an invitation to the Board for the upcoming "Neighborhood Walk" to meet residents one-on-one and the "In Praise of Poetry Workshop".

-Ms. Bell thanked both Elaine Cook and Dr. Cawthon for providing snacks for the library staff in celebration of the Library's first year anniversary. Everyone on staff greatly appreciates their thoughtfulness.

V. Gallup StrengthsFinder Presentation:

-Ms. Bell outlined the Gallup StrengthsFinder program and presented each member of the board with a book that includes access for taking the survey. Once completed, everyone's results will be compiled in a spreadsheet. Further information will be presented regarding strength awareness and utilization both individually and collaboratively.



VI. Advisory Board Topics:

- Dr. Cawthon shared information regarding the "Store Front Poets" initiative sponsored by the Poetry Society of America as a possible future event to be sponsored by the library.

-In preparation for summer and 4th of July celebrations, Elaine Cook reminded everyone about the Wildfire Community Preparedness Day event at the Recreation Center.

VII. Friends Report:

-Mary Sadousky announced a strategic planning session was scheduled for the end of May.

VII. Adjourn:

Mary Sadousky adjourned the meeting at 7:49 pm.

Mary Sadousky, Traphene Hickman Library President:

Signature: Mary J Sadousky Date: 6-5 2025

Anna Lee, Traphene Hickman Library Board Liaison

Signature: Anna Lee Date: 6/5/ 2025



Board Member	Term Expiry	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Bellomusto, George	2025	P	A	-	-	A	-	P	-	A	-	A	
Benson, Christine	2026	A	P	-	-	P	-	P	-	P	-	A	
Bryant, Lee Ruth	2025	P	P	-	-	P	-	P	-	P	-	P	
Cawthon, Dr. Deborah	2026	P	P	-	-	P	-	P	-	P	-	P	
Cook, Elaine	2025	P	P	-	-	P	-	P	-	P	-	P	
Gee, Cheryl (EO)	2025	P	P	-	-	P	-	P	-	P	-	P	
Glover, Nedin (EO)	2025	P	P	-	-	P	-	P	-	P	-	P	
Gracia, Edith (EO)	2025	P	P	-	-	P	-	P	-	A-	-	P	
Guevara, Rebeca	2026	P	P	-	-	P	-	P	-	P	-	A	
Kinney, Joyce	2026	A	A	-	-	P	-	A	-	P	-	P	
Martinez, Jenny	2025	A	P	-	-	P	-	A	-	A	-	A	
Alzena McGrew (EO)	2025	P	P	-	-	P	-	P	-	P	-	P	
Moore, Jacquelyn	2026	P	P	-	-	P	-	P	-	P	-	A	
Sadousky, Mary	2025	P	P	-	-	P	-	P	-	P	-	P	
Shelton, Darien (EO)	2025	P	A	-	-	P	-	A	-	P	-	P	
Williams, Edgar (EO)	2026	P	A	-	-	P	-	P	-	P	-	P	

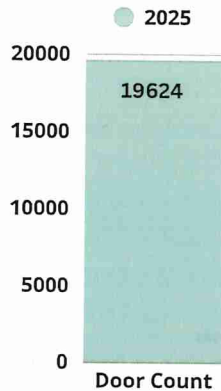
TRAPHENE HICKMAN LIBRARY

MARCH '25 BY THE NUMBERS

Ten Library statistics for a snapshot of March '25.

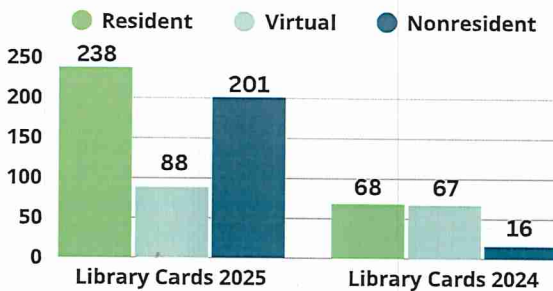
LIBRARY VISITS

The number of people who visited the Library in March '25 was 19,624. The door counter at ZBWL in March '24 was out of order during this time. The Zula building was closed after March 22, 2024.



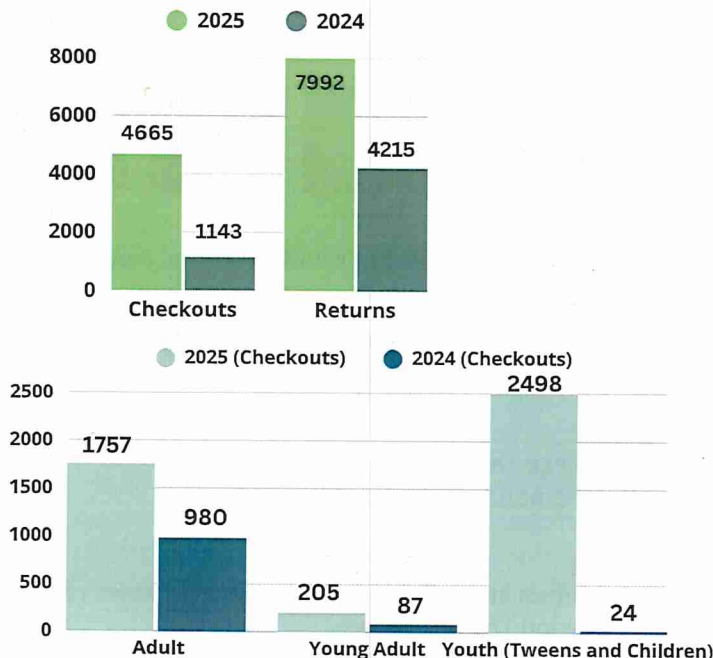
LIBRARY CARDS ISSUED

Resident, virtual, and nonresident library cards issued during Mar. '25 and Mar. '24.



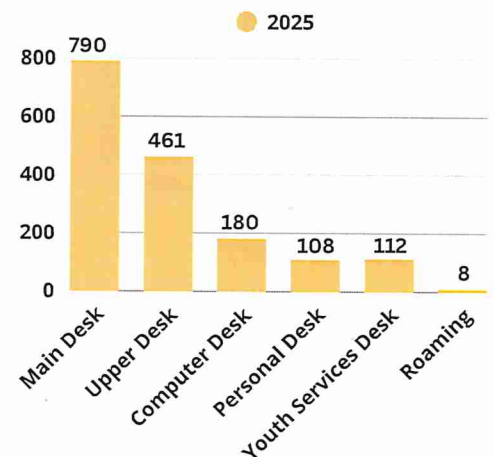
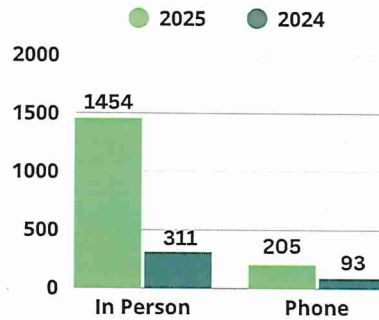
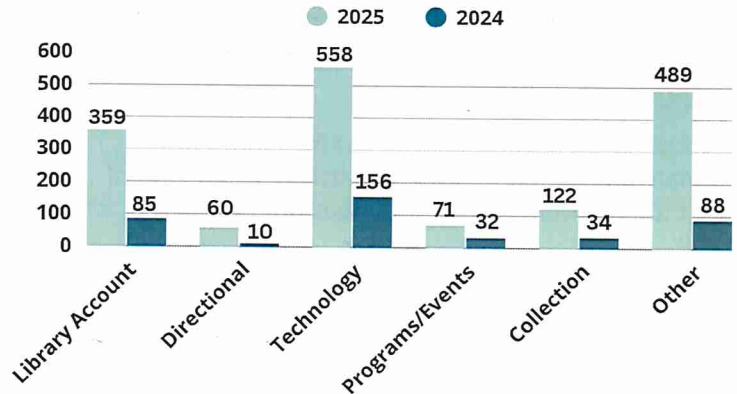
ITEMS CIRCULATED

The number of items checked out during the month of March. Early/mid Mar. '24, our collections were moved into the new library building.



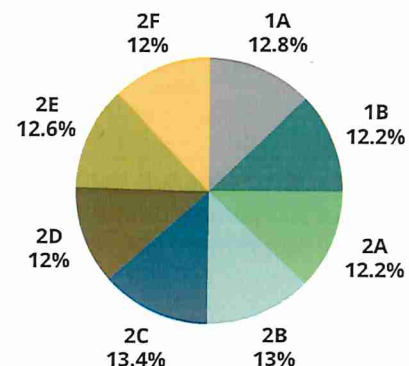
REFERENCE HELP

Gimlet statistics recorded during the month of February. The total number of recorded questions for Mar. '25 is 1,659 and the total for Mar. '24 is 405.



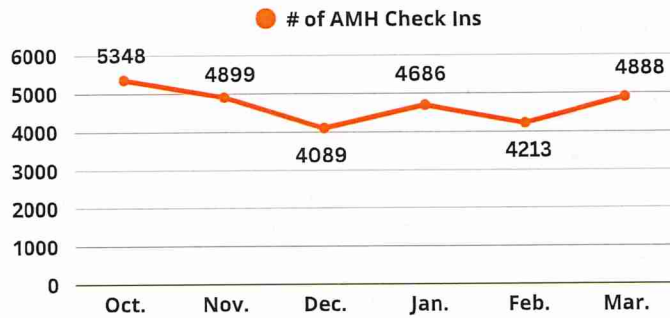
STUDY ROOM RESERVATIONS

Reservations made for all 8 study rooms for the month of March. On average, each room had 64 reservations for the month and about 2 reservations a day. On the 22nd, we switched from using ActiveNet to using the myLIBRO app to reserve study rooms.



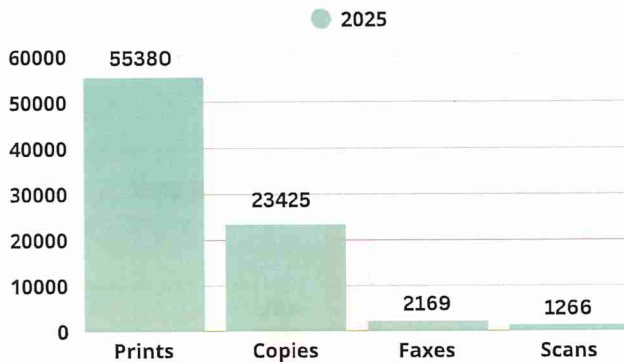
AMH CHECK INS

AMH check ins for the month of Mar. '25 is 4,888. This does not include check ins at the service desks.



COMPUTER JOBS

Computer prints, copies, and faxes from both upper and main level printers used by patrons. At the end of March '25, the main level printer was out of order.



WEBSITE VISITS

The total number of visits to the Library's main webpage in Mar. '25 is 6,000. The statistics portal is unable to differentiate between staff and patrons visits.



Youth (2 different dates but same program)

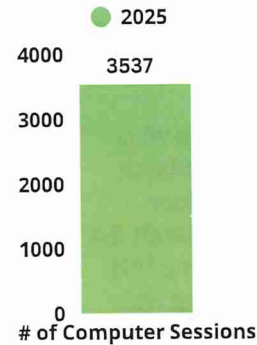
1. Pre-School Storytime - 70 attendees
2. Pre-School Storytime - 53 attendees

Tweens

1. STEM Monday St. Patrick's Day Slime - 40 attendees
2. Paws and Reading Tutors - 15 attendees

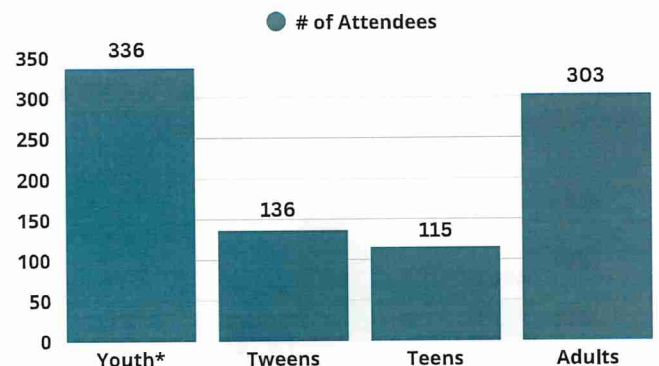
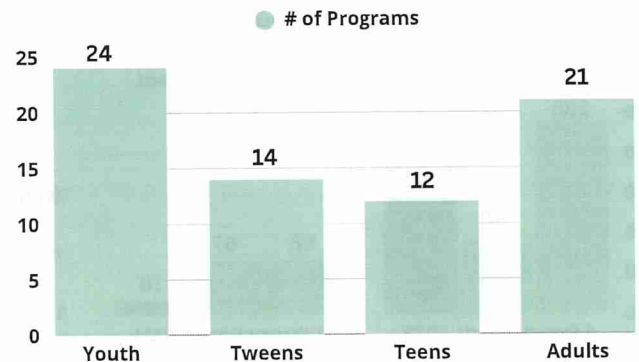
COMPUTER SESSIONS

Computer log ins for Mar. '25 is 3,357. In Mar. '24, we were moving our collections to the new library and preparing for the old library building to close. The computer log in total for Mar. '24 is not available for this reason.



CLASSES OFFERED & ATTENDANCE

The number of classes offered per age group and the number of attendees.



*The youth attendees includes a virtual K-2 Read Along with 15 recorded views.

Top 2 attended in-person (at the Library) programs from each age group:

Teens

1. College Fair - 47 attendees
2. Pokémon Card Swap - 15 attendees

Adults

1. Women at the Table: Leadership in Business & Beyond - 67 attendees
2. Lights Out TX Film Screening - 53 attendees