

City of Wolfforth Library  
Advisory Board Meeting  
7/10/2024

The City of Wolfforth Library Advisory Board met in regular session on July 10, 2024. Board Chair Jenna Atthanasiou called the meeting to order at 12.:04 p.m.

Attending: Jenna Atthanasiou, Linda Dunn, Leslie Demma, Stepanie Speed and Debbie Perkey

Absent: None

Alternates attending: Charlotte McDonald, Angela Apodaca

Staff Members attending: Kim Brantley-Sallee, Taylor Rivera, Kimberlea Groves

Stephanie Speed moved to name Charlotte McDonald and Angela Apodaca as alternate members. Leslie Demma voiced the second and the motion carried unanimously.

Staff discussed changes to the policy governing meeting rooms. Leslie Demma moved, and Debbie Perkey seconded to add language that allows the Library to deny a request for use based on the type of event, past history with the requestor, and other pertinent information. The motion passed unanimously.

The Board reviewed the Capital Campaign brochure. Kim Brantley-Sallee will make the corrections and additions as discussed. No action taken.

Following a discussion regarding handling the actual capital funds, the Board instructed Kim to consult with the city attorney and city administration regarding:

Establish the name as City of Wolfforth Library Foundation

Library Board serve as Foundation Board

Foundation Board to make decisions regarding use of Foundation funds, and recommend to Wolfforth City Council for approval

City of Wolfforth accounting department to manage actual disbursement and banking activities, with appropriate record keeping, as accepted by the City

No action taken.

Leslie moved to establish a Building Committee, comprised of some Library Board members plus other community members, with an emphasis on diversity. Library membership will not be required but preferred, and an application process similar to that used by the City for other boards will be employed. The Library Board will review the applications and recommend members for City Council approval. Stephanie voiced the second and the motion carried unanimously.

Balance in the current fund-raising account is \$6,129.01. The Library held a contest to design new library cards, with one design each to be chosen for children, teens, and adults. Final designs for each will be selected by a public vote, with Board members afforded the ability to participate today, prior to the meeting. Library members will have a choice of the standard library card for free, or

one of the special cards for \$5.00 each. Funds will go to the future Foundation account. No action taken.

Angela Apodaca has volunteered to take photos of the Board members for the Foundation fund raising campaign. Kim will notify the Board of dates and times for the photos. No action taken.

Kim reviewed the 720 Design proposal for the future Library expansion. Part 1 is a master plan, and budget is \$56,000. Part 2 would occur in 2-3 years, following completion of part 1, with a separate budget of \$36,000. Completed design will result in construction ready documents. Leslie moved to commit to an agreement with 720 Design, and Debbie seconded. The motion passed unanimously.

Stephanie moved to adjourn, Leslie made the second, and the motion carried unanimously. The meeting adjourned at 1:17 p.m.

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Jenna Atthanasiou, Chair

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Kimberly Brantley-Sallee, Library Director