



City of Abilene

Library Advisory Board Agenda

Notice is hereby given of a meeting of the Abilene Public Library Advisory Board of the City of Abilene to be held on August 4, 2025 at 4:00 p.m. at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

MINUTES

1. **Minutes:** Receive a Report, Hold a Discussion and Take Action on Approving the Corrected Minutes from the Regular Meeting Held on November 4, 2024.
2. **Minutes:** Receive a Report, Hold a Discussion, and Take Action on Approving the Minutes from the Regular Meeting Held on February 3, 2025.

PUBLIC COMMENTS

AGENDA ITEMS

3. Review on-order catalog comments and make a recommendation to the Library Director on pending book orders (discussion and possible action).
4. Library Director's Report (discussion)
 - A. Summer Reading Challenge 2025 update
 - B. Recreation Center Branch Libraries project update
 - C. Abilene Heritage Square project update

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 22nd day of July, 2025, at 3:45 p.m.

Kaitlin Richardson, Deputy City
Secretary, TRMC

**ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES
November 4, 2024**

The Abilene Public Library Advisory Board met in the Council Chamber at City Hall at 4:00PM on August 5, 2024. A quorum was present.

Board Members Present: Judith Phaneuf, Clint Buck, Elizabeth Norman, Katie New, Joe Biles, Kristi Brokaw

Board Members Absent: None

Also Attending: Julee Hammer, Library Director; Haley Napier, Assistant City Attorney; Linda Camacho, Library Administrative Assistant

Media Present: None

CALL TO ORDER

The meeting was called to order at 4:00PM.

MINUTES

1. Receive a report, hold a discussion, and take action on approving the minutes from the regular meeting held on May 6, 2024.
2. First Approval: Elizabeth Norman; second from Joe Biles

PUBLIC COMMENT

The meeting was open for public comment. The following person/s addressed the Library Advisory Board.

- Tammy Fogle

With no other speakers coming forward, the public comment period was closed.

AGENDA ITEMS

1. Review on-order catalog comments and make a recommendation to the Library Director on pending book orders (discussion and possible action).
 - a. Judith Phaneuf reported there were no comments on the pending book orders from the online on-order review catalog, so a review was not needed. Elizabeth Norman made a motion to recommend approval of the pending book orders, which Kristi Brokaw seconded. The vote was unanimous, and the motion carried. The Advisory Board's recommendation will now go to the Library Director, who will oversee the completion of these book orders. This is a standard agenda item for regular board meetings.
2. Library Director's Report
 - a. Ms. Hammer reported on the Abilene Public Library Annual Report FY 2024. The fiscal year runs from October 1, 2023 – September 30, 2024.

APL had an increase in total visits at all locations. In FY 2024 there were 367,034 visits, which is an increase of 4.1% over last year. From 2022 to 2024 there was a 12% increase. The breakdown by location shows 103,240 visits at the Main Library, 205,726 at the South Branch, and 58,068 at the Mockingbird Branch.

Circulation of materials also rose with 487,791 items checked out including 184,989 digital and 302,802 physical items. This was a 1.6% increase from FY 2023. The circulation of digital items jumped 10% from FY 2023. We continue to have an increase with every year.

Participation in programs increased as well. A total of 1,527 programs were offered, attended by 39,680 people. This was a jump from FY 2023's 1,355 programs with 35,114 attendees. This was an increase of 12% in programs offered and 13% increase of attendees. 4,451 individuals of all ages participated in our Summer Reading Challenge. We would like to give thanks to the Friends of the Library for their support in funding the prizes.

This summer marked our second year of partnership with the Childrens Art + Literacy Festival (CALF) and the National Center for Children's Illustrated Literature (NCCIL) for the library's Summer Reading Challenge. Together we celebrated CALF's 2024 honoree, author LeUyen Pham.

During the summer, we held 377 programs with 11,840 participants. The Main Library hosted CALF's live performances of "The Itchy Book" on Friday and Saturday of CALF. The library also engaged in the community art project with Abilene and Wylie school districts. The students decorated leaves for the summer art installation, inspired by the book "The Together Tree" that was illustrated by Pham.

FY 2024 marked the libraries' first full year of 1,000 Books Before Kindergarten's early literacy initiative that challenges parents to read 1,000 books to their children before starting kindergarten. We had 337 participants with 10 graduates.

The meeting adjourned at 4:08PM.

The next Library Advisory Board Meeting is scheduled for February 3, 2025, at 4:00PM at City Hall, 555 Walnut St., 2nd Floor Council Chambers.

Judith Phaneuf, Vice-Chair

Linda Camacho

Linda Camacho, Library Administrative Assistant

LIBRARY ADVISORY BOARD MEETING
February 3, 2025 at 4:00 p.m.

ABILENE PUBLIC LIBRARY ADVISORY BOARD OF THE CITY OF ABILENE, TEXAS
COUNCIL CHAMBERS, CITY HALL

The Abilene Public Library Advisory Board met for a regular meeting on February 3, 2025, at 4:00 p.m. in the Council Chambers, 555 Walnut Street. A quorum was present.

Board Members Present: Judith Phaneuf, Elizabeth Norman, Kristi Brokaw, Vicki House, Karen Turner

Board Members Absent: Katie New, Joe Biles

Also Present: Julee Hammer, Library Director; Trent Dietz, Assistant City Attorney; Linda Camacho, Library Administrative Assistant

Media Present: None

CALL TO ORDER

The meeting was called to order by Judith Phaneuf at 4:00 p.m.

MINUTES

1. Receive a report, hold a discussion, and take action on approving the minutes from the regular meeting held on November 4, 2024.

Elizabeth Norman noted a correction to the minutes: the date of the next Library Advisory Board meeting was listed as May 5, 2025, but should be February 3, 2025. Elizabeth Norman moved to approve the corrected minutes. Kristi Brokaw seconded the motion; motion carried.

AYES (5): Board Members Phaneuf, Norman, Brokaw, House, and Turner

NAYS (0): None

PUBLIC COMMENTS

Judith Phaneuf opened the public comment period. The following addressed the Library Advisory Board:

- Tammy Fogle

With no other speakers coming forward, the public comment period was closed.

AGENDA ITEMS

2. Election of officers for 2025

Chair: Elizabeth Norman moved to approve Judith Phaneuf as Chair, Vicki House seconded the motion; motion carried.

AYES (5): Board Members Phaneuf, Norman, Brokaw, House, and Turner

NAYS (0): None

Vice-Chair: Kristi Brokaw moved to approve Elizabeth Norman as Vice-Chair. Vicki House seconded the motion; motion carried.

AYES (5): Board Members Phaneuf, Norman, Brokaw, House, and Turner
NAYS (0): None

3. Review on-order catalog comments and make a recommendation to the Library Director on pending book orders (discussion and possible action).

Judith Phaneuf reported there were no on-order catalog comments, so a review was not needed. Kristi Brokaw moved to approve the pending book orders, Karen Turner seconded the motion; motion carried. The Advisory Board's recommendation will be forwarded to the Library Director for completion of book orders. This is a standard agenda item at regular board meetings.

AYES (5): Board Members Phaneuf, Norman, Brokaw, House, and Turner
NAYS (0): None

4. Library Director's Report

a. Rec Center Branch Libraries Update:

Ms. Hammer provided an update on the new recreation centers that will replace the existing Cesar Chavez and G.V. Daniels facilities. She shared a series of presentation slides previously shown to the City Council, detailing the inclusion of integrated branch libraries within each center. Scheduled to open in Spring 2026, these libraries will share space within the recreation facilities and collaborate closely with the Parks & Recreation Department to offer joint programming. Although both centers will feature identical floor plans, their orientation will vary based on site-specific considerations. The Mockingbird Branch Library will close before the expiration of its lease on December 31, 2025. All staff currently assigned to Mockingbird will be reassigned to the new locations, and no staff positions will be eliminated as part of this transition.

b. Abilene Heritage Square Update:

Ms. Hammer presented the board with a packet that included updated interior renderings of the library at Abilene Heritage Square, a recent construction site photo, and new exterior renderings. The information in the packet was presented to the City Council at an earlier meeting. The new library at Abilene Heritage Square will encompass approximately 68,000 sq. ft., which is an increase of 26,000 sq. ft. compared to the current Main Library. The project remains on schedule, with substantial completion expected by March 13, 2026, and a grand opening scheduled for April 24, 2026.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:16 p.m.

The next Library Advisory Board Meeting is scheduled for May 5, 2025, at 4:00 p.m. at City Hall, 555 Walnut St., 2nd Floor Council Chambers.

Linda Camacho
Library Administrative Assistant

Judith Phaneuf
Chair

Minutes approved on: _____