



**AGENDA
WATAUGA LIBRARY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, JULY 8, 2025
6:00 PM**

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PRESENTATIONS

1. Library Director's Report
Lana Ewell, Director of Library Services

PUBLIC COMMENT This is an opportunity for citizens to address the Council on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1). All comments are to be directed to the Council. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

PUBLIC TESTIMONY FOR ACTION ITEMS This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

REPORTS FROM STAFF

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items. Any council member wishing to pull an item may do so.

1. Consider approval of the May 13, 2025, Library Services Board meeting minutes.
Linda Proskey, City Secretary

ACTION ITEMS

1. Consider approval of revised version of the "Unattended or Disruptive Child Policy."
Lana Ewell, Director of Library Services

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825 OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on July 2, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary



Watauga Public Library C.A.R.E.S.

April 2025



Mosaic Art Class



Toddler Gardening

Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ◆ Curbside Service continues.
- ◆ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

Adult Services Librarian Dana Harper & staff have created the following online classes & events to reach out to our public:

Adult Events Attendance:

- ◆ Well-Read Book Club 15
- ◆ Any-Book Book Club 11
- ◆ Graphic Novel/Manga Book Club 7
- ◆ Medicare Education Class NA
- ◆ Meditation (4 class) 13
- ◆ Knitting /Crochet(4 sessions) 23
- ◆ Book Club Morbidly Curious 7
- ◆ Color Me Calm 8
- ◆ Creativity Meet Up (2 sessions) 19
- ◆ Steve Novy Art Class 20
- ◆ Allegro Guitar Society 50
- ◆ Mosaic Art Class 30
- ◆ Art Show Attendance 90
- ◆ Understanding Shakespeare 13
- ◆ Texas Storm Chasers 35
- ◆ Tough Plants for North Texas 24
- ◆ ESL Classes (9 sessions) 39
- ◆ Wellness Fair (outreach) 42
- ◆ HCPL ESL Classes (5 sessions) 111



Guitar Society



Texas Weather



Understanding Shakespeare

Early Childhood Literacy / Family Development & Enrichment

Regular Youth Events:

- ◆ Mother Goose: (3) 100
- ◆ Music & Movement:(4) 140
- ◆ Storytime: (18) 692
- ◆ Sensory Storytime: (0) 0
- ◆ Bilingual Storytime: (0) 0

Special Programs (in person):

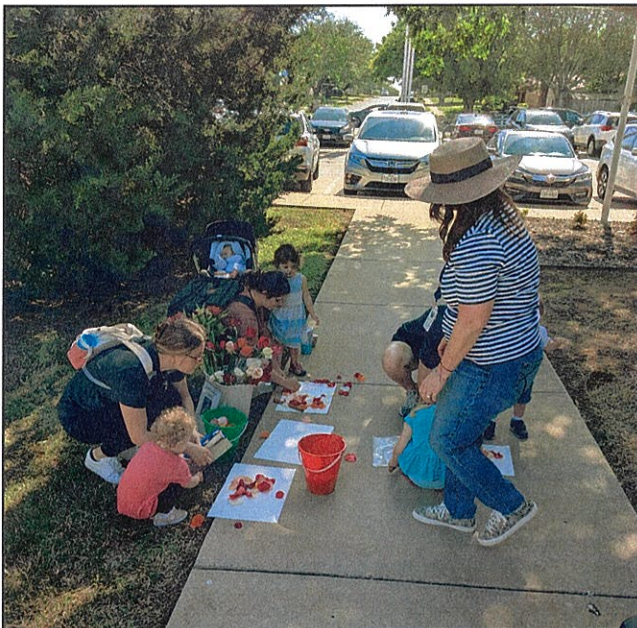
- ◆ Pokémon Club: (4) 57
- ◆ Crafter Exploration: (1) 3
- ◆ Easy Reader Book Club : (1) 7
- ◆ School Age Lego Challenge Club: (1) 21
- ◆ Scavenger Hunt: 178
- ◆ School Age Lego Challenge: (1) 8
- ◆ Ms. Frida Therapy Dog: (0) 0
- ◆ Baby & Toddler Item Swap: (1) 48
- ◆ Toddler Gardening(1) 215
- ◆ African Dance Arts Net: (1) 40



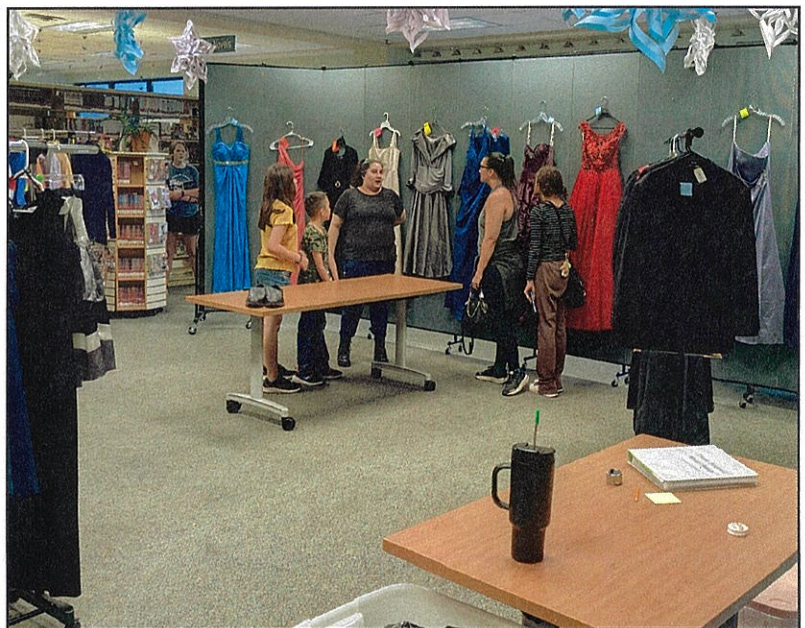
Baby Toddler Swap



Outreach



Toddler Gardening



Formal Wear Swap

WATAUGA PUBLIC LIBRARY-REPORT SUMMARY
Monthly Report - April 2025

DEPARTMENT TOTALS	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Circulation Total	15,563	14,775	110,060	100,889
Total in Collection	N/A	N/A	117,585	118,691
Programs	82	83	495	455
Program Attendance	2,093	2,381	14,963	14,771
Cards Issued	152	108	872	749
Library Visits	7,224	8,242	48,113	44,781
Notary Service	N/A	15	N/A	156
Reference & Directional Transactions	1,116	1,045	7,975	8,277
Study Room Usage (hours)	716	704	4,232	4,035
Volunteer Hours	180	73	2406	461
Webpage Views	2,066	2,018	14,065	13,384
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Adult Books	1,097	1,210	8,099	7,502
Youth Books	3,793	4,104	27,704	26,755
Adult Books on CD	88	102	541	638
Youth Books on CD	40	18	356	209
Adult DVDs	514	687	4,424	4,573
Youth DVDs	233	462	2,349	2,946
Adult Kits	1	2	4	12
Youth Kits	27	27	212	184
Music CDs	33	43	243	296
Periodicals	16	27	188	176
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	71	12	528	15
Digital Circulation	1,308	897	8,634	6,349
Checked out to MetroShare Libraries	1,722	1,569	13,015	10,867
Renewals	6,620	5,615	43,763	40,367
TOTAL CIRCULATION	15,563	14,775	110,060	100,889
Holds/Requested Items Processed	2,372	2,183	16,865	14,442
Interlibrary Loan Requests (TexShare)	116	68	702	468
Curbside checkout transactions	2	3	8	22
Curbside-Misc. services	217	177	1,274	910
Self-Check Out-Items Checked Out	3,938	3,925	28,659	25,821
Revenue Collected	\$ 2,007.88	\$ 1,361.92	\$ 9,591.96	\$ 8,961.03
ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Number of Programs	39	35	209	173
Program Attendance	567	551	2,766	2,861
Volunteer Hours	49	58	292	161
Internet Users	784	502	4,334	2,323
YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Number of Programs	43	48	286	282
Program Attendance	1,526	1,830	12,197	11,910
School Visits	0	2	2	5
Volunteer Hours	131	15	2,114	300
Youth Computer Users	458	763	2,967	4,930
TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Material Items Received	205	576	3,106	2,487
Materials Added	699	624	3,948	3,025
Materials Withdrawn	252	1,265	4,249	5,783

Watauga Public Library C.A.R.E.S.

May 2025



Job Fair



Lego for Adults

Civic / Community Engagement / Cultivating Community/ Digital Inclusion / Economic Development / Job Skills

- ◆ Curbside Service continues.
- ◆ The Circulation Staff receives and processes print jobs sent from patrons' home or library computers.

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- ◆ Any-Book Book Club 10
- ◆ Graphic Novel/Manga Book Club 2
- ◆ Medicare Education Class 4
- ◆ Meditation (4 class) 16
- ◆ Knitting /Crochet (3 sessions) 17
- ◆ Book Club Morbidly Curious 7
- ◆ Color Me Calm 6
- ◆ Creativity Meet Up (1 sessions) 6
- ◆ Clay Art Class with Sam 16
- ◆ Jewelry Making Class 14
- ◆ Guided Painting Art Class 20
- ◆ Cereal Tasting Class 30
- ◆ Salsa Tasting Class 28
- ◆ Job Fair Vendors 21
- ◆ Job Fair—Job seekers 62
- ◆ Evening with Lego 10
- ◆ ESL Classes (8 sessions) 70
- ◆ Friends Meeting 9



Jewelry Making Class



Cereal History Class



Salsa Tasting

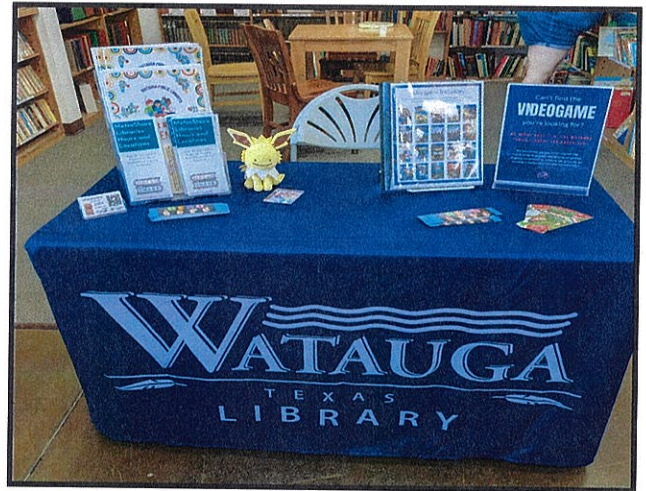
Early Childhood Literacy / Family Development & Enrichment

Regular Youth Events:

- ◆ Mother Goose: (2) 47
- ◆ Music & Movement: (2) 95
- ◆ Storytime: (6) 162
- ◆ Sensory Storytime: (1) 12
- ◆ Bilingual Storytime: (0) 0

Special Programs (in person):

- ◆ Pokémon Club: (3) 59
- ◆ Crafter Exploration: (1) 5
- ◆ Easy Reader Book Club : (1) 12
- ◆ School Age Lego Challenge Club: (1) 5
- ◆ Color Our World Art Show: 61
- ◆ Ms. Frida Therapy Dog: (1) 13
- ◆ Family Book Night: (1) 21
- ◆ Outreach/Game Stop: (1) 46
- ◆ Outreach/Half-Price Books: (1) 111
- ◆ Outreach/Newman Career Fair: (1) 73
- ◆ Outreach/Target: (1) 79



Youth Outreach at Half-Price Books



Family Book Night



Color our World Art Show



Mayor's Book Club

WATAUGA PUBLIC LIBRARY-REPORT SUMMARY
Monthly Report - May 2025

DEPARTMENT TOTALS	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Circulation Total	16,350	16,309	126,410	117,198
Total in Collection	N/A	N/A	117,003	117,876
Programs	91	63	586	518
Program Attendance	1,264	1,245	16,227	16,016
Cards Issued	170	122	1,042	871
Library Visits	7,517	7,182	55,630	51,963
Notary Service	N/A	11	N/A	167
Reference & Directional Transactions	1,381	959	9,356	9,236
Study Room Usage (hours)	705	608	4,937	4,643
Volunteer Hours	137	113	2543	574
Webpage Views	2,486	2,607	16,551	15,991
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Adult Books	1,195	1,065	9,294	8,567
Youth Books	4,747	5,144	32,451	31,899
Adult Books on CD	86	137	627	775
Youth Books on CD	50	41	406	250
Adult DVDs	534	848	4,958	5,421
Youth DVDs	308	620	2,657	3,566
Adult Kits	1	3	5	15
Youth Kits	41	31	253	215
Music CDs	41	30	284	326
Periodicals	29	22	217	198
Playaways - Youth	N/A	N/A	N/A	N/A
Video Games	81	41	609	56
Digital Circulation	1,536	849	10,170	7,198
Checked out to MetroShare Libraries	1,897	1,644	14,912	12,511
Renewals	5,804	5,834	49,567	46,201
TOTAL CIRCULATION	16,350	16,309	126,410	117,198
Holds/Requested Items Processed	2,552	2,282	19,417	16,724
Interlibrary Loan Requests (TexShare)	102	65	804	533
Curbside checkout transactions	3	3	11	25
Curbside-Misc. services	181	165	1,455	1,075
Self-Check Out-Items Checked Out	4,808	4,701	33,467	30,522
Revenue Collected	\$ 1,417.88	\$ 1,331.91	\$ 11,009.84	\$ 10,292.94
ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Number of Programs	34	26	243	199
Program Attendance	371	495	3,137	3,356
Volunteer Hours	33	31	325	192
Internet Users	794	479	5,128	2,802
YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Number of Programs	57	37	343	319
Program Attendance	893	750	13,090	12,660
School Visits	0	N/A	2	5
Volunteer Hours	104	82	2,218	382
Youth Computer Users	635	unavailable	3,602	4,930
TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2024-25	Year to Date 2023-24
Material Items Received	370	641	3,476	3,128
Materials Added	533	508	4,481	3,533
Materials Withdrawn	1,115	1,323	5,364	7,106

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Watauga Public Library Long Range Plan 2026 - 2031

Introduction

A Long-Range Plan is required by the Texas State Library for each Public Library in the state. It is designed to set forth goals and objectives for the library's future growth, and service.

Mission Statement

The Watauga Public Library enriches the live of the community by providing free educational experiences. We celebrate ideas, promote creativity, connect with people, enrich lives, and respond to the ever-changing needs of our community.

Vision

The Watauga Public Library shares a vision with the nation's founders that liberty and learning are inseparable and that a democratic people must have free, open, and equal access to information.

Values

Open Access:

The Library values free, open, and unrestricted access to its collections and services. We are committed to connecting our patrons to the ideas, information and materials they wish to explore in a friendly, nonjudgmental manner. We strive to offer materials, programs and services that represent the needs of our diverse population.

Customer Focus:

The Library values all patrons and is responsive to their service needs. The customer's opinion and input is welcomed in all initiatives and undertakings. We consider the impact on the customer in all decisions.

Excellence:

The Library values excellence, individually and collectively. We offer quality service to all customers by displaying a positive attitude, valuing the diversity of people and perspectives, and expecting integrity and competence in our personal and professional actions. We strive to earn the trust and confidence of all customers.

Growth and Innovation:

The Library values continuous learning and innovation in the pursuit of excellence. We respond to present situations and anticipate future needs.

Good Stewardship:

The Library values responsible stewardship of all the resources with which we have been entrusted. We are accountable for ensuring the proper use of public funds. We take seriously our responsibility to maximize the efficiency of staff time and talent by making the best use of all our resources in the delivery of quality library service.

About the Watauga Public Library

The Watauga Public Library (WPL) began service to the public in October of 1983. The Library was in a 676 square foot room in the Municipal Complex. It opened with a collection of 1,826 books. During the seven years that the Library was housed in the Municipal Complex, it was able to circulate only 30% of its growing collection due to a shortage of shelving space. The remaining 70% of the collection was kept in storage.

On September 24, 1990, the Library moved to its current facility, located north of the Municipal Complex. Expansion of the library was completed in 2007. This brings the library to a total of 20,413 square feet. There are two large and four small study rooms and a meeting room to provide quiet areas for study or meetings. A feature of the library is a woodland mural painted by nationally known local muralist and children's book illustrator Liz Bonham.

According to the 2023 Public Library Data from the Texas State Library the library houses 113,180 physical items, has access to 25,824 E-books, and 13,889 E-Audio books. WPL also had 8 local-licensed databases. For the fiscal year ending September 2023, the Library's door count showed a total of 79,813 visits, and total circulation of 166,086 items were checked out to users. During this same fiscal year, 809 programs were offered to youth and adults, with a total program attendance of 22,048 people. Library programs include pre-walker, toddler and pre-school story times, after-school programs, book discussions and lectures, educational classes and a variety of musical and entertainment programs. The Library's Summer Reading Club is one of the more successful programs in this area. In addition to standard reference, readers' advisory, and research assistance. Since the disruption of Covid we have had difficulty restarting our language literacy tutoring, and homework help center. The Library provides notary public and fax transmission services. The Library also provides a separate Spanish language collection for both children and adults. There is a Virtual Library at the Senior Center. It is our hope to reach underserved areas of the community. The Library is open to the public six days a week, for a total of 44 hours.

The Watauga Public Library participates in the MetroShare Consortium, which shares an integrated library catalog with other area libraries. The Library also has reciprocal agreements with ten other Northeast Tarrant County libraries. The consortium and reciprocal agreements allow our users to take advantage of collections and programs in most Tarrant County libraries free of charge.

About Watauga

Watauga occupies a 4.1 square mile area in the northwest quadrant of the Dallas/Fort Worth Metroplex. Legend has it that the name "Watauga" is Cherokee, meaning "land of many springs". Historians say the Cherokee and other Native Americans lived for a time in the area. The outlaw Sam Bass is supposed to have buried treasure in Big Fossil Creek. The area supposedly contains Comanche burial grounds and a rumored lost Spanish gold mine.

The first permanent residents arrived from Tennessee in 1843. After the Civil War the settlement grew and developed as a loosely organized area of large farms and ranches. It developed into an established community in the early 1880s thanks to the extension of tracks of the Texas and Pacific Railway. Watauga had a population of sixty-five in the middle

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1930s. It had an identical population ten years later. It emerged from a period of decline during the post-World War II in part due to the development of defense plants in the area. The town of Watauga was incorporated in 1958.

The following data is based on the United States Census QuickFacts Fact Finder 2024 Population Estimates for Watauga, Texas. The estimated population listed for Watauga on July 1, 2023, was 22,934.

The median age of a Watauga citizen is 33.6 years old. The breakdown of Citizens ages are:

- Persons under the age of 5 years - 5.8%
- Persons under 18 years - 22.8 %
- Persons 65 years and over - 13.6%

The basic ethnic breakdown of the City of Watauga according to the Census data is:

- White - 60.9%
- Black alone - 10.2%
- Asian alone - 4.9%
- Native American and Alaskan Native alone - 0.6%
- Native Hawaiian and other Pacific Islander alone - 0.1%
- Two or more races - 16.4%
- Hispanic or Latino - 26.8%
- White Alone, not Hispanic or Latino - 54.6%

Housing

- Housing Units, July 1, 2023 - X
- Owner-occupied housing unit rate, 2019-2023 - 80.4%
- Median value of owner-occupied housing units, 2019-2-23 - \$233,400
- Median selected monthly owner costs – with a mortgage, 2019-2023 - \$1,714
- Median selected monthly owner costs – without a mortgage, 2019-2023 - \$756
- Median gross rent, 2019-2023 - \$1,826
- Building permits - X

Families & Living Arrangements

- Households, 2019-2023
- 7,903
- Persons per household, 2019-2023
- 2.94
- Living in the same house 1 year ago, percent of persons age 1 year +, 2019-2023
- 87.9%

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- Language other than English spoken at home, percent of persons age 5 years+, 2019-2023
-21.2%

Computer and Internet Use:

- Households with a computer, percent, 2019-2023 - 98.5%
- Households with a broadband Internet subscription, percent, 2019-2023 - 96.5%

Education

- High school graduate or higher, percent of persons age 25 years + - 89.3%
- Bachelor's degree or higher, percent of persons age 25 years + - 25.9%

Health

- With a disability, under age 65 years, percent, 2019-2023 -
8.8%
- Persons without health insurance, under age 65, percent - 20.3%

Economy

- In civilian labor force, total, percent of population age 16 years+, 2019-2023 -
70.5%
- In civilian labor force, female, total, percent of population age 16 years+, 2019-2023 - 60.8%
- Total accommodation and food services sales, 2022 (\$1,000) -82,114
- Total health care and social assistance receipts/revenue, 2022 (\$1,000) -24,329
- Total transportation and warehousing receipts/revenue, 2022 (\$1,000) - 3,010
- Total retail sales, 2022 (\$1,000) -359,727
- Total retail sales per capita, 2022 - \$15,597

Transportation

- Mean travel time to work (minutes), workers age 16 years+, 2019-2023 -29.2

Income & Poverty

- Median households' income (in 2023 dollars), 2019-2023 -\$91,669
- Per capita income in past 12 months (in 2023 dollars), 2019-2023 - \$33,940
- Persons in poverty, percent - 10.1%

Business

- Total employer establishments, 2022 - X

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- Total employment, 2022 - X
- Total Annual payroll, 2022 (\$1,000) - X
- Total employment, percentage change, 2021-2022 - X
- Total nonemployer establishments, 2022 - X
- All employer firms, Reference year 2022 - 323
- Men-owned employer firms, Reference year 2022 -146
- Women-owned employer firms, Reference year 2022 - 59
- Minority-owned employer firms, Reference year 2022 -119
- Nonminority-owned employer firms, Reference year 2022 -111
- Veteran-owned employer firms, Reference year 2022 - 2
- Nonveteran-owned employer firms, Reference year 2022 -252

Geography

- Population per square mile, 2020 - 5,686.5
- Population per square mile, 2010 - 5,646.1
- Land area in square miles, 2020 - 4.16
- Land area in square miles, 2010 - 4.16
- FIPS Code - 4876672

Education Sources

The Birdville and Keller Independent School Districts provide elementary and secondary education services within the City. There are four elementary campuses in the area that serve the youth of the City. All four are Title 1 schools. Four middle schools and four high schools serve Watauga citizens throughout the county.

- Grace E Hardeman Elementary School (BISD) 6100 Whispering Ln, Watauga, Texas
- John D Spicer Elementary School (BISD) 4300 Estes Park Rd, Haltom City, Texas
- Watauga Elementary (BISD) 5937 Whitley Rd, Watauga, Texas
- Whitley Road Elementary School (KISD) 7600 Whitley Rd, Watauga, Texas

There are also numerous Colleges, Universities, and training institutes within the region.

- Remington College- Fort Worth (6.1 miles)
- Tarrant County College District- Fort Worth (8.7 miles)
- Texas Wesleyan University- Fort Worth (8.8 miles)
- Westwood College Of Technology- Euless (9.4 miles)
- University Of North Texas-Health Science Center At Fort Worth (10.0 miles)
- JPS Institute For Health Career Development (11.5 miles)

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- Texas Christian University- Fort Worth (11.8 miles)
- The University Of Texas- Arlington (12.1 miles)
- DeVry University- Irving (15.0 miles)
- Court Reporting Institute- Wheeler Institute Of Texas at Dallas (21.7 miles)
- University Of Texas Southwestern Medical Center At Dallas (24.4 miles)
- Dallas County Community College District (26.6 miles)
- University Of North Texas- Denton (25.7 miles)
- Texas Woman's University- Denton (26.7 miles)

Library Needs Assessment Information

In FY 2018/2019 the Watauga City Council approved a "Library Needs Assessment" Study. The study was presented to the City Council on September 21, 2019 by Bill Hidell of Hidell Associates Architects. It was agreed to present the question of a new library building before the citizens in an upcoming bond election, at a date yet to be determined.

Library Survey 2019

As part of the "Library Needs Assessment" the Library conducted a Library Survey. The survey ran from May to October 2019. The survey will be presented to the City Council in 2020.

Goals and Objectives for 2020 to 2025

Strategic Priority 1:

Provide access to library resources and services in an environment that is convenient, user-friendly, and welcoming to all.

Initiatives

- Continue and improve upon, the tradition of friendly and knowledgeable personal service.
- Optimize and facilitate ease of use of library services through effective policies and procedures.
- Integrate public opinion into library services as expressed on surveys.

Actions

- Revise and expand staff training manual.
- Encourage participation in continuing education opportunities (when available in reasonable proximity and free of charge, as scheduling allows).
- Revise and expand comprehensive procedures manual.
- Develop Adult and Youth Services programming manual.
- Work on strategies to reduce ambient noise in current building.
- Assess, prioritize and implement feasible suggestions from focus groups, surveys, and ongoing public feedback.

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Strategic Priority 2:

Serve the community as a cultural community center.

Initiatives

- Increase year-round programming for children, tweens, teens and families.
- Search for low-cost programming.
- Continue to present regularly scheduled, quality art exhibits.
- Pursue grants for special programs.

Actions

- Utilize community expertise.
- Plan diverse roster of programs for a range of ages.
- Publicize art exhibits in local media.
- Publicize exhibition opportunities.
- Investigate feasibility of online summer reading log.
- Continue to provide public meeting space as schedule of library events allows.

Strategic Priority 3:

Continue to develop and maintain a dynamic collection which meets the recreational, informational, and educational needs of the community.

Initiatives

- Present a collection that is appealing and well organized.
- Publicize and promote digital collection of downloadable e-books, e-audiobooks and databases.
- Showcase current collection.
- Advocate for increased materials budget.

Actions

- Perform annual weeding assessments to determine areas of need.
- Create eye-catching slides/links on website.
- Create a series of library information videos to educate the public on searching options.
- Optimize end-cap book display space.

Strategic Priority 4:

Maintain and improve library technology and provide easy access to information and resources.

Initiatives

- Maintain the current number of public access computers.
- Publicize online reference database offerings.

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- Review website for ease-of-use.

Actions

- Work with City IT department regarding hardware needs.
- Distribute database information to schools.
- Publicize database information via Library website, social media, and signage at computers.

Strategic Priority 5:

Watauga Public Library will increase awareness of the Library's resources and services.

Initiatives

- Market programs and services in every **media**, including print, Internet, and the Library's bulletin board.

Actions

- Increase information and ease of use of the library's website.
- Promote the Teen Advisory Board.
- Collaborate with the Friends of the Library.
- Increase and expand visibility and awareness of the Friends of the Library.
- Promote and advertise Wi-Fi in the Library.
- Better utilize **word** of mouth for programs and services.
- Promote and advertise:
 - * Live Homework Help
 - * Research Databases

Strategic Priority 6:

Watauga Public Library will train, encourage, reward, and celebrate a knowledgeable and dedicated staff, generous volunteers and vital support organizations.

Initiatives

- Create and maintain an atmosphere that recognizes, rewards, and empowers all staff.
- Establish library leadership meetings that address management/library philosophy and feedback.

Actions

- Improve internal communications and operational policies.
- Staff attends professional conferences, and all-day staff training. Individual needs for professional development are encouraged and financially supported whenever possible.
- Focus on improving staff workspaces to make their work easier to accomplish, resulting in increased **morale** and dedication to service.
- Utilize skilled volunteers who can help the library to improve its services without incurring increased burdens on library staff.



Watauga Public Library

Long Range Plan 2026 - 2031



Introduction

The Watauga Public Library's Long-Range Plan 2026-2031 sets out the overall mission, vision, and values to guide the development and delivery of library services to the community for the next five years.


The plan reflects the contributions of a diverse group of representatives including the library staff, the library board, and the community itself. The previous long-term plan was reviewed and supplemental sources (library and city reports, US Census data, and general citizen input).

History and Present

About the City of Watauga

Watauga occupies a 4.1 square mile area in the northwest quadrant of the Dallas/Fort Worth Metroplex. Legend has it that the name "Watauga" is Cherokee, meaning "land of many springs". Historians say the Cherokee and other Native Americans lived for a time in the area. The outlaw Sam Bass is supposed to have buried treasure in Big Fossil Creek. The area supposedly contains Comanche burial grounds and a rumored lost Spanish gold mine.

The first permanent residents arrived from Tennessee in 1843. After the Civil War the settlement grew and developed as a loosely organized area of large farms and ranches. It developed into an established community in the early 1880s thanks to the extension of tracks of the Texas and Pacific Railway. Watauga had a population of sixty-five in the middle 1930s. It had an identical population ten years later. It emerged from a period of decline during the post-World War II period in part due to the development of defense plants in the area. The town of Watauga was incorporated in 1958.



US Census Data

The following data is based on the United States Census QuickFacts Fact Finder 2024 Population Estimates for Watauga, Texas. The estimated population listed for Watauga on July 1, 2023, was 22,934.

The median age of a Watauga citizen is 33.6 years old.

The breakdown of Citizens' ages is:

- Persons under the age of 5 years - 5.8%
- Persons under 18 years - 22.8 %
- Persons 65 years and over - 13.6%

The basic ethnic breakdown of the City of Watauga according to the Census data is:

- White - 60.9%
- Black alone - 10.2%
- Asian alone - 4.9%
- Native American and Alaskan Native alone - 0.6%
- Native Hawaiian and other Pacific Islander alone - 0.1%
- Two or more races - 16.4%
- Hispanic or Latino - 26.8%
- White Alone, not Hispanic or Latino - 54.6%

Housing

- Housing Units, July 1, 2023 - X
- Owner-occupied housing unit rate, 2019-2023 - 80.4%
- Median value of owner-occupied housing units, 2019-2-23 - \$233,400
- Median selected monthly owner costs – with a mortgage, 2019-2023 - \$1,714
- Median selected monthly owner costs – without a mortgage, 2019-2023 - \$756
- Median gross rent, 2019-2023 - \$1,826
- Building permits - X

Families & Living Arrangements

- Households, 2019-2023 - 7,903
- Persons per household, 2019-2023 - 2.94
- Living in the same house 1 year ago,
 - The percentage of persons aged 1 year +, 2019-2023 - 87.9%
- Language other than English spoken at home,
 - Percent of persons aged 5 years+, 2019-2023 - 21.2%

Computer and Internet Use:

- Households with a computer, percent, 2019-2023 - 98.5%
- Households with a broadband Internet subscription, percent, 2019-2023 - 96.5%

Education

- High school graduate or higher, percent of persons aged 25 years + - 89.3%
- Bachelor's degree or higher, percent of persons aged 25 years + - 25.9%

Health

- With a disability, under age 65 years, percent, 2019-2023 - 8.8%
- Persons without health insurance, under age 65, percent - 20.3%

Economy

- In civilian labor force, total,
 - Percent of population age 16 years+, 2019-2023 - 70.5%
- In civilian labor force, female, total,
 - Percent of population age 16 years+, 2019-2023 - 60.8%
- Total accommodation and food services sales, 2022 (\$1,000) - 82,114
- Total health care and social assistance receipts/revenue, 2022 (\$1,000) - 24,329
- Total transportation and warehousing receipts/revenue, 2022 (\$1,000) - 3,010
- Total retail sales, 2022 (\$1,000) - 359,727


Total retail sales per capita, 2022 - \$15,597

Transportation

- Mean travel time to work (minutes), workers aged 16 years+, 2019-2023 - 29.2

Income & Poverty

- Median households' income (in 2023 dollars), 2019-2023 - \$91,669
- Per capita income in past 12 months (in 2023 dollars), 2019-2023 - \$33,940
- People in poverty, percent - 10.1%



Business

- Total employer establishments, 2022 - X
- Total employment, 2022 - X
- Total Annual payroll, 2022 (\$1,000) - X
- Total employment, percentage change, 2021-2022 - X
- Total nonemployer establishments, 2022 - X
- All employer firms, Reference year 2022 - 323
- Men-owned employer firms, Reference year 2022 - 146
- Women-owned employer firms, Reference year 2022 - 59
- Minority-owned employer firms, Reference year 2022 - 119
- Nonminority-owned employer firms, Reference year 2022 - 111
- Veteran-owned employer firms, Reference year 2022 - 2
- Nonveteran-owned employer firms, Reference year 2022 - 252

Geography

- Population per square mile, 2020 - 5,686.5
- Population per square mile, 2010 - 5,646.1
- Land area in square miles, 2020 - 4.16
- Land area in square miles, 2010 - 4.16
- FIPS Code - 4876672

Education Sources

The Birdville and Keller Independent School Districts provide elementary and secondary education services within the city. There are four elementary campuses in the area that serve the youth of the city. All four are Title 1 schools. Four middle schools and four high schools serve Watauga citizens throughout the county. The public schools in Watauga are listed below:

Grace E Hardeman Elementary School (BISD)



6100 Whispering Ln, Watauga, Texas

Whitley Road Elementary School (KISD)



7600 Whitley Rd, Watauga, Texas

Watauga Middle School (BISD)



6300 Maurie Dr, Watauga, Texas

Watauga Elementary (BISD)



5937 Whitley Rd, Watauga, Texas



Education Sources, cont.

There are also numerous Colleges, Universities, and training institutes within the region.

Located within 10 miles:

- Remington College @ Fort Worth (6.1 miles)
- Tarrant County College District @ Fort Worth (8.7 miles)
- Texas Wesleyan University @ Fort Worth (8.8 miles)
- University of North Texas-Health Science Center at Fort Worth (10.0 miles)

Located within 30 miles:

- JPS Institute For Health Career Development (11.5 miles)
- Texas Christian University @ Fort Worth (11.8 miles)
- The University Of Texas @ Arlington (12.1 miles)
- DeVry University @ Irving (15.0 miles)
- University of Texas Southwestern Medical Center At Dallas (24.4 miles)
- Dallas County Community College District (26.6 miles)
- University of North Texas @ Denton (25.7 miles)
- Texas Woman's University @ Denton (26.7 miles)



About the Watauga Public Library

The Watauga Public Library (WPL) began service to the public in October of 1983. The library was in a 676 square foot room in the Municipal Complex. It opened with a collection of 1,826 books. During the seven years that the library was housed in the Municipal Complex, it was able to circulate only 30% of its growing collection due to a shortage of shelving space. The remaining 70% of the collection was kept in storage.

On September 24, 1990, the Library moved to its current facility, located north of the Municipal Complex. Expansion of the library was completed in 2007. This brings the library to a total of 20,413 square feet. There are two large and four small study rooms and a meeting room to provide quiet areas for study or meetings. A feature of the library is a woodland mural painted by nationally known local muralist and children's book illustrator Liz Bonham.

According to the 2023 Public Library Data from the Texas State Library the library houses 113,180 physical items, has access to 25,824 E-books, and 13,889 E-Audio books. WPL also had 8 local-licensed databases. For the fiscal year ending September 2023, the Library's door count showed a total of 79,813 visits, and total circulation of 166,086 items were checked out to users. During this same fiscal year, 809 programs were offered to youth and adults, with a total program attendance of 22,048 people.

Library programs include pre-walker, toddler and pre-school story times, after-school programs, book discussions and lectures, educational classes and a variety of musical and entertainment programs. The Library's Summer Reading Club is one of the more successful programs in this area. In addition to standard reference, readers' advisory, and research assistance, the library provides notary public and fax transmission services. The library also provides a separate Spanish language collection for both children and adults.



About, cont.

Since the disruption of Covid we have had difficulty restarting our language literacy tutoring, and homework help center. With some restructuring of a part-time position we plan on addressing the homework help issue next school year.

There is a Virtual Library at the Senior Center, which was established by a grant. Library staff routinely circulate titles at this location.

It is our hope to reach underserved areas of the community. The library is open to the public six days a week, for a total of 44 hours.

The Watauga Public Library participates in the MetroShare Consortium, which shares an integrated open-source library catalog with other area libraries. The library also has reciprocal agreements with three other Northeast Tarrant County libraries. The consortium and reciprocal agreements allow our users to take advantage of collections and programs in most Tarrant County libraries free of charge.

Library Needs Assessment Information

In FY 2018/2019 the Watauga City Council approved a “Library Needs Assessment” Study. The study was presented to the City Council on September 21, 2019, by Bill Hidell of Hidell Associates Architects. It was agreed to present the question of a new library building before the citizens in an upcoming bond election. Then the Covid pandemic occurred, and the study was tabled for the time being.

There has been renewed interest in exploring the possibility of a new library building in 2025. The original architectural company is updating the recommendations at this time, and it is possible the question will come before the citizens in an upcoming bond election.

Library Survey's 2019 and 2024

As part of the "Library Needs Assessment" the Library conducted a Library Survey. The survey ran from May to October in 2019. The survey was presented to the City Council in 2019.

As part of ongoing communication with the public a survey was conducted (an Input Opportunity Survey) from May 2024 to September 2024. Most participants reported coming in to read or browse the collection. They also reported using computers, printers, copier or scanner. The library users liked the customer service, followed by the collection. They valued the materials, youth classes and events, and online access the most. 47% reported downloading eAudiobooks, eBooks, and eMagazines. 29% were not aware that we offer eMaterials, though we make a concerted effort to share that information. 41% of the respondents shared that they "often" shop, dine, or frequent Watauga businesses when they visit the library, and 48% noted they "sometimes" do so.



June 2024, Snake Encounters performance for Summer Reading



Path to the Future

Mission Statement

The Watauga Public Library enriches the lives of the community by providing free educational experiences. We celebrate ideas, promote creativity, connect with people, enrich lives, and respond to the ever-changing needs of our community.

Vision

The Watauga Public Library shares a vision with the nation's founders that liberty and learning are inseparable and that a democratic people must have free, open, and equal access to information.

Values

Open Access: The library values free, open, and unrestricted access to its collections and services. We are committed to connecting our patrons to the ideas, information and materials they wish to explore in a friendly, nonjudgmental manner. We strive to offer materials, programs and services that represent the needs of our diverse population.

Customer Focus: The library values all patrons and is responsive to their service needs. The customer's opinion and input are welcomed in all initiatives and undertakings. We consider the impact on the customer in all decisions.

Excellence: The library values excellence, individually and collectively. We offer quality service to all customers by displaying a positive attitude, valuing the diversity of people and perspectives, and expecting integrity and competence in our personal and professional actions. We strive to earn the trust and confidence of all customers.

Values, cont.

Growth and Innovation: The library values continuous learning and innovation in the pursuit of excellence. We respond to present situations and anticipate future needs.



January 2025, first library-wide staff development day. Included presentations from Human Resources, Police, and the Fire Department as well as various supervisors within the library. Trainings discussed professional development and safety topics.

Good Stewardship: The library values responsible stewardship of all the resources with which we have been entrusted. We are accountable for ensuring the proper use of public funds. We take seriously our responsibility to maximize the efficiency of staff time and talent by making the best use of all our resources in the delivery of quality library service.

Strategic Priority #1

Provide high quality resources and services for lifelong learning in an environment that is convenient, user-friendly, and welcoming to all.

Initiatives

- Continue and improve upon the tradition of friendly and knowledgeable personal service.
- Optimize and facilitate ease of use of library services through effective policies and procedures.
- Add the option of lockers located outside the building to provide library material requested by patrons when we are closed.
- Integrate public opinion into library services as expressed in surveys.
- Take further suggestions from the public and lessons learned during the pandemic to improve service in our current building.

Actions

- Revise and expand staff training manual.
- Encourage participation in continuing education opportunities (when available in reasonable proximity and for reasonable cost, as scheduling allows).
- Revise and expand comprehensive procedures manual.
- Develop Adult and Youth Services programming manual.
- Work on strategies to reduce ambient noise in current building.
- Request funding for the lockers.
- Assess, prioritize and implement feasible suggestions from focus groups, surveys, and ongoing public feedback.
- With the support of the City Council, and the Advisory Library Board present the option of a new library building before the public in a bond election.

Strategic Priority #2

The library will provide a well-maintained, organized and inviting facility that will serve as a community hub.

Initiatives

- Offering a space which facilitates learning, creating, building relationships and citizen engagement.
- Remain respectful of individual's needs.
- Maintain a clean and welcoming space for all ages and abilities.
- Evaluate safety measures, accessibility and optimal functionality during space planning or reorganizational planning.

Actions

- Utilize community expertise.
- Plan a diverse roster of programs for a range of ages.
- Publicize art exhibits in local media.
- Publicize exhibition opportunities.
- Continue to provide public meeting space as schedule of library events allows.
- Increase year-round programming for children, tweens, teens and families.
- Search for low-cost programming.
- Continue to present regularly scheduled, quality art exhibits.
- Pursue grants for special programs.



August 2023 & 2024, annual art show and for adults and art show opening.

Goals & Objectives for 2026 to 2031

Strategic Priority #3

Continue to develop and maintain a dynamic collection which meets the recreational, informational, and educational needs of the community.

Initiatives

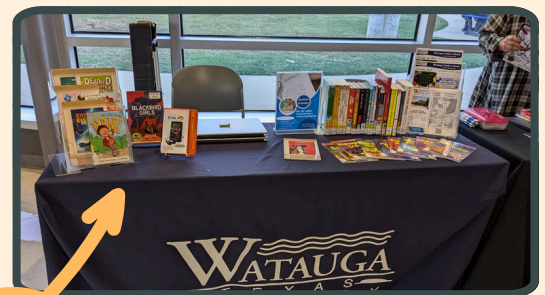
- Present a collection that is appealing and well organized.
- Publicize and promote digital collection of downloadable e-books, e-audiobooks, e-magazines, and databases.
- Showcase current collection.
- Advocate for increased materials budget.

Actions

- Perform annual weeding assessments to determine areas of need.
- Create eye-catching slides/links on website.
- Create a series of library information videos to educate the public on searching options.
- Optimize end-cap book display space.



February 2025,
Youth Services
librarian uses
Easy Reader Book
Club to promote
the collection and
general literacy.



October 2024, outreach promoting
Dyslexic-friendly font books and
resources @ a BISD parent night

Goals & Objectives for 2026 to 2031

Strategic Priority #4

Increase and improve library technology and provide easy access to information and resources.

Initiatives

- Maintain the current number of public access computers.
- Explore and promote advances in technology for staff and library users.
- Publicize online reference database offerings.
- Review website for ease-of-use.

Actions

- Work with the City IT department regarding hardware needs.
- Distribute database information to schools.
- Publicize database information via Library website, social media, and signage at computers.



September 2024, pre-loaded learning technology for checkout.



October 2023, staff member-led class on iPhones.

Goals & Objectives for 2026 to 2031

Strategic Priority #6

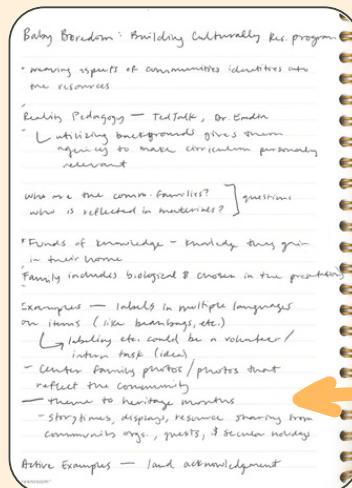
Watauga Public Library will train, encourage, reward, and celebrate knowledgeable and dedicated staff, generous volunteers and vital support organizations.

Initiatives

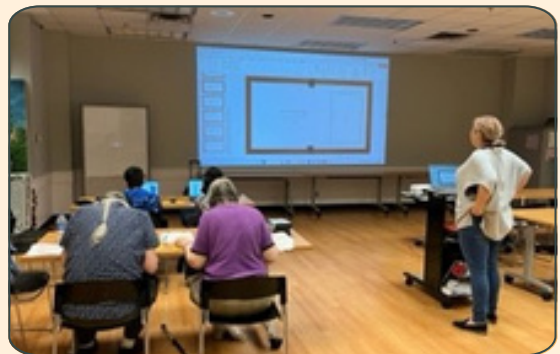
- Create and maintain an atmosphere that recognizes, rewards, and empowers all staff.
- Establish library leadership meetings that address management/library philosophy and feedback.

Actions

- Improve internal communications and operational policies.
- Staff attend professional conferences, and all-day staff training. Individual needs for professional development are encouraged and financially supported whenever possible.
- Focus on improving staff workspaces to make their work easier to accomplish, resulting in increased morale and dedication to service.
- Utilize skilled volunteers who can help the library to improve its services without incurring increased burdens on library staff.



April 2024, Youth Librarian's notes from Public Library Association conference @ Columbus, OH



March 2023, computer classes with Goodwill

Lana Ewell

From: David Berman <dberman@njdhs.com>
Sent: Friday, June 6, 2025 1:28 PM
To: Lana Ewell
Cc: Sandra Gibson; Linda Proskey; Betty King; Cathy Nguyen; Dana Harper; Barbara A. Goss; Emily Cornell; Stephanie Matos; Trina Nosenzo; Lisa Benavidez
Subject: RE: Circulation Policy revision for the July 8, 2025, Library Board Meeting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lana, this is an operational choice.

David M. Berman
NICHOLS | JACKSON
Direct: 214-665-3369
Cell: 214-636-8186
Email: dberman@njdhs.com

From: Lana Ewell <LEwell@wataugatx.org>
Sent: Friday, June 6, 2025 11:37 AM
To: David Berman <dberman@njdhs.com>
Cc: Sandra Gibson <sgibson@wataugatx.org>; Linda Proskey <LProskey@wataugatx.org>; Betty King <BKing@wataugatx.org>; Cathy Nguyen <CNgyuen@cowtx.org>; Dana Harper <Dharper@wataugatx.org>; Barbara A. Goss <BGoss@wataugatx.org>; Emily Cornell <ECornell@wataugatx.org>; Stephanie Matos <SMatos@wataugatx.org>; Trina Nosenzo <Tnosenzo@wataugatx.org>; Lisa Benavidez <LBenavidez@wataugatx.org>
Subject: Circulation Policy revision for the July 8, 2025, Library Board Meeting

Hi Mr. Berman,

Staff and I have been reevaluating the continuation of the “Corporate Card Policy” and the “Teacher Card Policy.”

No one has used a “Corporate Card” in over 5 years. Regarding the “Teacher Card” our Koha system had other options to address the needs of local teachers. The “Teacher Card” had only 4 active cards last year, and has never been heavily used.

I hope to have this on the agenda for the Library Board meeting (Tuesday, July 8, 2025).

Thank you for your assistance,



Lana Ewell, MLS, MOT
Library Director

Watauga Public Library
7109 Whitley Road
Watauga, TX 76148

☎ 817-514-5860
www.cowtx.org/898/Library





Circulation Policy

A valid Watauga Public Library card allows borrowing privileges for the library's physical and digital collections, including remote access to online databases and other digital resources. Borrowing privileges and the use of library materials and facilities are subject to library policies and procedures.

The patron assumes full financial responsibility for any materials checked out on the library card, and for any fees that may be incurred. The patron must notify the library of the loss, theft, or abuse of the card immediately. In addition, report any changes in personal information to the library.

Types of Library Cards

- **Adult:** Anyone who lives or owns property within the city limits of Watauga is eligible for a free library card. The patron must present a valid form of identification (such as a valid driver's license or photo ID) and address verification is required. Adult cards are valid for 3 years.
- **Child:** Any child under 18 years old is required to have a parent/legal guardian sign the library card application to show acceptance of responsibility for materials checked out on the card. The parents/legal guardians, not the library staff, are responsible for monitoring and approving the selection of materials made by their children and are responsible for 1) the child's compliance with Library policies, and 2) all fees and charges that may be assessed. The library staff cannot and do not act in loco parentis. Child cards are valid for 3 years or until the child's 18th birthday, whichever comes first.
- **Non-resident reciprocal:** Watauga Public Library has a reciprocal borrowing agreement with North Richland Hills, Hurst, and Bedford, whereas any resident of these cities may obtain a free Watauga library card. The patron must present identification (such as a valid driver's license or photo ID) and address verification is required. Non-resident reciprocal cards are valid for one year. The guidelines above apply for non-resident parents/guardians applying for a card for their children.

CURRENT

- Non-resident: Residents who reside outside the Watauga city limits, and do not reside in one of the MetroShare Consortium cities, or in a city in which Watauga has a reciprocal borrowing agreement, may obtain a non-resident library card. Patron must present identification (such as a valid driver's license or photo ID) and address verification is required. Non-resident cards are valid for one year with an annual charge.
- Corporate Cards: Businesses, organizations, and institutions in the City of Watauga are eligible to apply for a corporate card from the Watauga Public Library. All privileges, rules, limitations, and fees/charges that apply to an individual library card, also apply to a corporate card. Corporate cards are valid for one year and there is no charge for this card. Consult the "Corporate Card Policy" for details.
- Teacher Cards: Teachers in the public (Birdville & Keller School Districts only), private, and parochial schools that serve Watauga can obtain a teacher card. Borrowing privileges extend to the Watauga Public Library collection only. Teacher cards are valid for the current school year and must be renewed each school year. Consult the "Teacher Card Policy" for details.

Library Cards Renewal/Replacement

- To renew a library card, the patron must present a photo ID with proof of current address, and all outstanding fees must be paid.
- The replacement fee for a lost library card is \$1.00 or free if the account is up for renewal.

Borrowing, Renewing, and Returning Materials

- The patron can check out physical materials at the library with either a valid Watauga library card or a valid photo ID to access the account.
- The loan period for all materials is 21 days. Reference items do not circulate. Seasonal/high-demand items may be limited as determined by staff.
- Most items will automatically renew 2 times (each renewal period is 21 days) unless the item is on hold for another patron, if the patron has a fee of \$5.00 or more, or if the patron has an overdue item. Renewals may vary on certain items belonging to members of the MetroShare Consortium.
- Return all borrowed materials by the due date and in good condition.

CURRENT

Holds

Patrons can place requests on all circulating materials belonging to the Watauga Library and members of the MetroShare Consortium. There is a limit of 10 hold requests per library card.

Fees

Fees can be paid in person with cash, check, or credit card.

1. Lost/Damage Fee: Replacement cost plus \$5.00 processing fee.
2. Special Loan Kits
 - Lost fee: Total cost of kit
 - Missing/Damaged fee: Replacement cost of each item

Overdue notices

Overdue notices are sent as a courtesy by the patron's preferred notification format. Failure to receive these notices does not relieve the patron of returning the item. Materials that have not been returned after 30 days from the last due date are considered lost and the account will be assessed a replacement and processing fee. After two notices, the patron may receive a letter advising that the material is past due, and if not returned, a complaint may be filed with the Municipal Court Clerk within 30 days.

Revised by Library Board 9/14/2000
Revised by Library Board 9/13/2001
Approved by Council 3/25/2002
Revised by Library Board 11/14/2002
Revised by Library Board 9/11/2008
Approved by Council 10/27/2008
Revised by Library Board 11/18/2010
Approved by Council 12/20/2010
Revised by Library Board 9/29/2011
Approved by Council 10/24/2011
Approved by Library Board 3/08/2012
Approved by Council 3/26/2012
Approved by Library Board 3/13/2014
Approved by Council 4/28/2014
Approved by Library Board 5/11/2017
Approved by Council 11/13/2017
Approved by Library Board 11/12/2020
Approved by Council 12/14/2020
Approved by Library Board 09/10/2024
Approved by Council 10/14/22024



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DRAFT

~~address verification is required. The child policy above also applies to for any applications under 18 years of age also applies here. (2) Teachers in the Keller/Birdville ISD with proof of employment for the current school year may also obtain a free library card. The guidelines above apply for non-resident parents/guardians applying for a card for their children. Non-resident reciprocal cards are valid for one year.~~

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DRAFT

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Approved by Council 12/20/2010
Revised by Library Board 9/29/2011
Approved by Council 10/24/2011
Approved by Library Board 3/08/2012
Approved by Council 3/26/2012

Approved by Library Board 3/13/2014
Approved by Council 4/28/2014
Approved by Library Board 5/11/2017
Approved by Council 11/13/2017
Approved by Library Board 11/12/2020
Approved by Council 12/14/2020
Approved by Library Board 09/10/2024
Approved by Council 10/14/22024
Library Board 07/08/2025



MINUTES

WATAUGA LIBRARY BOARD REGULAR MEETING WATAUGA CITY HALL COUNCIL CHAMBERS TUESDAY, MAY 13, 2025 6:00 PM

CALL TO ORDER

Chairperson Woodruff called the meeting to order at 6:02 pm.

ROLL CALL

The meeting convened with the following members present:

Kip Woodruff	Chairperson/Place 7
Lindsey Neal	Vice-Chairperson/Place 1
Kristen Chapman	Secretary/Place 6
Samantha Ostendorp	Place 2
Sian Brannon	Place 3 (Absent with notice)
Vacant	Place 4
Whitney Isbell	Place 5 (Absent with notice)

and

Andrew Neal	City Council Liaison
Lisa Benavidez	Assistant to the City Secretary
Lana Ewell	Director of Library Services

ANNOUNCEMENTS

There were no announcements.

PUBLIC COMMENT

No requests for public comment were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests for public testimony were received.

REPORTS

1. **Library Director's Report**

Director Ewell began by reporting that the Annual Report for 2024 had been completed and submitted before its due date.

Circulation is up 7.9%. Programs, library cards issued, and visits are also on the rise. Volunteer hours have increased by a striking 473%. March was an excellent month for programs. Big Vehicle Day was moved to Spring Break in hopes of better weather, and it was a big hit, drawing 1,325 attendees. Director Ewell thanked all the other city departments that helped make the event possible.

The other two top events for adults were the Irish Concert and the Humorous Art Show, each with 50 attendees. Music & Movement, a youth program, had 109 attendees over three sessions, and a scavenger hunt drew 107 participants.

Director Ewell also noted that it is time to update the Long-Range Study. The library will review current census data and surveys to develop a new plan, as required by the state every five years.

2. **Report from Barbara Goss, Senior Youth Services Librarian**

Ms. Goss reported on the Summer Reading Program and the library's recent changes and improvements to its community outreach methods. While continuing to collaborate with local schools, staff are also establishing a presence at local businesses in an effort to reach more of the community. Summer Reading sign-ups will be held at Target, Half Price Books, Sol Dias, and other locations.

The community center received a major and unexpected donation from Five Below for the Summer Reading Program. Marco's Pizza is also donating pizza for the teen and tween events. In return, the library is assisting with their reading program.

The Summer Reading Kick-Off is scheduled for June 2 and will include a petting zoo, the To Chai For truck, Kona Ice, and other treats for children as they sign up. The first event will feature Darrel the Snake Guy. June will be focused on events, while July will shift to classes, with an emphasis on the arts. There will also be phonics and math camps intended to support children in preparing for the upcoming school year.

Tosha Con will return in July for its third year and will feature a voice artist and a graphic artist. The End of Summer Reading Party will take place on July 31 and will include cake, ice cream, and an activity where attendees receive a canvas bag to decorate with patches earned throughout the summer. Efforts are being made to secure the Perot Bus for the event.

Adults will also have a Summer Reading Program, complete with prizes.

Vice Chairperson Neal asked if NRH2O was a sponsor. Ms. Goss confirmed that there would be NRH2O prizes and listed many other sponsors. Chairperson Woodruff asked if there was a way to honor the sponsors, such as mentioning them in the city newsletter or before the City Council. Ms. Goss responded that sponsors are recognized in several ways: they are listed on the front page of the Summer Reading Program sign-up, displayed at the library, and featured on the library's social media accounts. She also said she would send the full list to Chairperson Woodruff. Chairperson Woodruff praised Ms. Goss and her team for their extensive efforts.

CONSENT AGENDA

1. Consider action on March 11, 2025, Library Board Meeting Minutes Consider

Vice Chairperson Neal made a motion to approve the minutes as presented. Secretary Chapman seconded the motion.

Motion passed 4-0-0-2.

Ayes, Woodruff, Neal, Chapman, Ostendorp,
Nays: None
Abstain: None
Absent: Bannon and Isbell

ITEMS FOR FUTURE AGENDAS

There were no items for future agendas

ADJOURNMENT

Chairperson Woodruff adjourned the meeting at 6:28 pm

Approved: this _____ day of _____, 2025

Signed: this _____ day of _____, 2025

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Kristen Chapman, Secretary

Lana Ewell

From: David Berman <dberman@njdhs.com>
Sent: Friday, June 6, 2025 2:04 PM
To: Lana Ewell
Cc: Sandra Gibson; Linda Proskey; Lisa Benavidez; Betty King; Barbara A. Goss; Cathy Nguyen; Dana Harper; Emily Cornell; Stephanie Matos; Sarah Gianoli-Nyhus; Trina Nosenzo; James Lewis
Subject: RE: Unattended or Disruptive Child Policy proposed revision for the July 8, 2025 Library Board Meeting
Attachments: Watauga Unattended or Disruptive Child Policy Draft of 2025 (DB rev 6.6.25).docx

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lana, I have made a few revisions and comments in the attached redlined version. Let me know if there are any questions or comments.

David M. Berman
NICHOLS | JACKSON
Direct: 214-665-3369
Cell: 214-636-8186
Email: dberman@njdhs.com

From: Lana Ewell <LEwell@wataugatx.org>
Sent: Friday, June 6, 2025 12:35 PM
To: David Berman <dberman@njdhs.com>
Cc: Sandra Gibson <sgibson@wataugatx.org>; Linda Proskey <LProskey@wataugatx.org>; Lisa Benavidez <LBenavidez@wataugatx.org>; Betty King <BKing@wataugatx.org>; Barbara A. Goss <BGoss@wataugatx.org>; Cathy Nguyen <CNgyuen@cowtx.org>; Dana Harper <Dharper@wataugatx.org>; Emily Cornell <ECornell@wataugatx.org>; Stephanie Matos <SMatos@wataugatx.org>; Sarah Gianoli-Nyhus <SGianoli-Nyhus@wataugatx.org>; Trina Nosenzo <Tnosenzo@wataugatx.org>; James Lewis <JLewis@wataugatx.org>
Subject: Unattended or Disruptive Child Policy proposed revision for the July 8, 2025 Library Board Meeting

Hi Mr. Berman,

Senior Youth Librarian, Barbara Goss and I have reviewed the current “Unattended or Disruptive Child Policy” and propose the attached changes to it. The main change is altering the age a child may be left alone in the library from 8 to 10.

We would appreciate your input to the document.

I hope to have this on the agenda for the next Library Board meeting (Tuesday, July 8, 2025).

Sincerely,



Lana Ewell, MLS, MOT
Library Director

Watauga Public Library
7109 Whitley Road
Watauga, TX 76148

☎ 817-514-5860

www.cowtx.org/898/Library





Unattended or Disruptive Child Policy

For the Purposes of this policy and as defined in Chapters 101.003 and 152.102 of the Family Code of the State of Texas, a child is any person under eighteen years of age.

The Watauga Public Library welcomes children to enjoy programs and make use of its library collections and services. It is the first step in encouraging lifelong learning. It is important to note that the library is a public building and as such can be a dangerous place for children alone. The Library staff is here strictly to assist all customers with their Library needs; the staff is not licensed to perform child care. Library staff cannot take the place of parents/guardians, nor can they assume responsibility for unsupervised children. To ensure the protection and well-being of our young customers, the following policies have been established.

Children under the age of 8:

1. Children under the age of 8 must have a parent/caregiver in the immediate vicinity of and in visual contact with the child. The assigned caregiver must be a responsible person and must carry emergency contact information.
2. An exception would be children attending a library program without a parent/caregiver in the room. However, the parent/caregiver is expected to remain in the library and immediately join the child at the end of the program.
3. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the police will be called for assistance.
4. If a child in this age group violates the Patron Behavior Policy, the child and the parent/caregiver will be informed of the rules. If inappropriate behavior continues, the family may be asked to leave the library.

CURRENT

Children age of 8 and older:

5. Children age 8 and older may use the library on their own. However, parents are still responsible for the actions and well-being of their child(ren). In accordance with the Patron Behavior Policy, customers, including children, using inappropriate behavior may be asked to leave the library. If a child 8 and older is not able to leave the library on his/her own then he/she should not be in the library without a parent/caregiver. All unaccompanied children at the library should have the telephone number of someone who can assist them in an emergency.
6. Numerous unexpected events may occur, requiring that the library close without notice. Children should have an emergency phone number with them when using the library unattended.
7. Parents/guardians are expected to supervise and control children's behavior while using the library. Disruptive behavior, including running, shouting, screaming, throwing objects, pulling large numbers of books from shelves without intending to use them, jumping or climbing on library furniture, banging on computer keyboards, and otherwise interfering with other patrons' use of the library, are not acceptable. If parents are unable to control the child(ren)'s disruptive behavior, the family will be asked to leave the library.
8. At closing, if unattended children remain in the building they should have the means to contact a parent/guardian. If the parent/guardian is "on the way," two staff members will wait for 10 minutes with the child outside the library or in the lobby. If a parent/guardian cannot be reached, or doesn't arrive within 10 minutes of the library's closing time, the Watauga Police Department will be called to take custody of the child until the parent/guardian can be located. A copy of this policy will be given to the parent/guardian or to the police to give to the parent once he/she arrives to pick up the child. Under no circumstances may staff transport children from the library to any location.
9. In an effort to keep the Children's area a safe and comfortable place, the Children's Department is reserved for use by the children, their parents/caretakers, teachers, and those using the collection. Adults not

CURRENT

accompanied by a child who are not using the collection will be asked to move to the Adult Services section.

Summary

The Watauga Public Library is dedicated to providing a welcoming and safe environment for customers of all ages. Sharing this environment with other people requires that everyone follow the Patron Behavior Policy established by the Watauga Library Board and Watauga City Council. The Library policies are posted on the Library Website.

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Revised by Library Board 11/13/2014
Approved by City Council 12/15/2014

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For the Purposes of this policy and as defined in Chapters 101.003 and 152.102 of the Family Code of the State of Texas, a child is any person under eighteen years of age.

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Children under the age of **8 10**:

1. Watauga Public Library is neither designed nor licensed to provide childcare.
2. Children under the age of **8 10** must have a parent, ~~caregiver~~ or responsible adult in the immediate vicinity of and in visual contact with the child. The assigned caregiver or responsible adult must be a responsible person and must carry emergency contact information.
3. If approved by the librarian presenting the program, children age ten (10) and under may attend a library program without a caregiver in the room. ~~An exception would be children attending a library program without a parent/caregiver in the room.~~ However, the parent/caregiver is expected to

Commented [DB1]: This is inconsistent with (2) above for children at 10 years of age. Section 2 applies to children 9 years and younger, while this section applies to children at 10 years and younger. However, that's an operational choice; it will not affect the validity of the policy, but it might be problematic under section 4 ("child in this age group").

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remain in the library and immediately join the child at the end of the program.

4. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the police or Child Protective Services (Texas State Department of Family and Protective Services) will be called for assistance.

Commented [DB2]: See above comment.

45. Adult caregivers may entrust a teen to be a temporary caregiver while they are out of the building. The temporary caregiver must be at least thirteen (13) years of age and demonstrate that they are willing and capable of supervising the younger children.

Commented [DB3]: Consider adding, "for short periods of time."

56. If a child in this age group violates the Patron Behavior Policy, the child and the parent/caregiver will be informed of the rules. If inappropriate behavior continues, the family may be asked to leave the library.

Commented [DB4]: See above comment to section 3.

67. Staff may ~~contact~~refer to Child Protective Services the Texas State Department of Family and Protective Services or other appropriate agencies for those children who are left unattended in the library and all children whose basic needs for food, rest, supervision, or attention are not being fulfilled. The Watauga Public Library is not responsible for any consequences of parents or caregivers forfeiting their responsibilities.

Children age of 8 10 and older:

51. Children age 8 10 and older may use the library on their own. However, parents are still responsible for the actions and well-being of their child(ren). In accordance with the Patron Behavior Policy, customers, including children, engaging in using inappropriate behavior may be compelled asked to leave the library. If a child 8 10 and older is not able to leave the library on his/her own, then he/she should not be in the library without a parent/caregiver. All unaccompanied children at the library should have the telephone number of someone who can assist them when needed or in an emergency.

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62. Numerous unexpected events may occur, requiring that the library close without notice. Children should have an emergency phone number with them when using the library unattended.

37. Parents/guardians are expected to supervise and control children's behavior while using the library. Disruptive behavior, including running, shouting, screaming, throwing objects, pulling large numbers of books from shelves without intending to use them, jumping or climbing on library furniture, banging on computer keyboards, and otherwise interfering with other patrons' use of the library, are not acceptable. If parents are unable to control the child(ren)'s disruptive behavior, the family will be asked to leave the library.

84. (Was # 9 in 2014 version) In an effort to keep the Children's area a safe and comfortable place, the Children's Department is reserved for use by the children, their parents/caretakers, teachers, and those using the collection. Adults not accompanied by a child who are not using the collection will be asked to move to the Adult Services section.

~~9. At closing, if unattended children remain in the building they should have the means to contact a parent/guardian. If the parent/guardian is "on the way," two staff members will wait for 10 minutes with the child outside the library or in the lobby. If a parent/guardian cannot be reached, or doesn't arrive within 10 minutes of the library's closing time, the Watauga Police Department will be called to take custody of the child until the parent/guardian can be located. A copy of this policy will be given to the parent/guardian or to the police to give to the parent once he/she arrives to pick up the child. Under no circumstances may staff transport children from the library to any location.~~

Unattended Children at Closing

1. Caregivers of children are expected to arrive before the library's posted closing time. Children fifteen (15) years of age and under cannot be left on library property unattended when the library is closed.

2. Children who walk or ride (bicycles, skateboards, etc.) to the library on their own and who expect to go home the same way may be allowed to proceed unless circumstances make it unsafe to do so.

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3. If a parent or the care-giver has not arrived for a child fifteen (15) years of age and under when all closing procedures have been completed, whether the library is closing at the end of its normal operating hours or is closing prematurely due to other circumstances, the librarian/manager in charge will try to reach the child's caregiver.

4. If the caregiver is not able to be contacted or informs the staff they will not be there until 15 minutes or more after closing, the staff will contact the Watauga Police Department or child protective services to take custody of the child.

Summary

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4. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the police or Child Protective Services (Texas State Department of Family and Protective Services) will be called for assistance.
5. Adult caregivers may entrust a teen to be a temporary caregiver while they are out of the building. The temporary caregiver must be at least thirteen (13) years of age and demonstrate that they are willing and capable of supervising the younger children.
6. If a child in this age group violates the Patron Behavior Policy, the child and the parent/caregiver will be informed of the rules. If inappropriate behavior continues, the family may be asked to leave the library.
7. Staff may contact Child Protective Services or other appropriate agencies for those children who are left unattended in the library and all children whose basic needs for food, rest, supervision, or attention are not being fulfilled. The Watauga Public Library is not responsible for any consequences of parents or caregivers forfeiting their responsibilities.

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2. Children who walk or ride (bicycles, skateboards, etc.) to the library on their own and who expect to go home the same way may be allowed to proceed unless circumstances make it unsafe to do so.

3. If the care giver has not arrived for a child fifteen (15) and under when all closing procedures have been completed, the librarian/manager in charge will try to reach the child's caregiver.

4. If the caregiver is not able to be contacted or informs the staff they will not be there until 15 minutes or more after closing, the staff will contact the Watauga Police Department to take custody of the child.

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