
Tuesday, March 10, 2026, 6:00 PM
Library Conference Room
304 W. McLeroy Blvd
Saginaw, Texas 76179

All meetings of the Saginaw Library Board are open to the public. Public participation and written comments are invited on all business items.

The Library is wheelchair accessible and special parking is available at the front of the building. If special accommodations are required, please contact the Library Director a minimum of 72 hours in advance at 817-230-0340

1. Call to Order

- 1.A. Roll Call and Recognition of Visitors
- 1.B. Minutes
- 1.C. Treasurer's Report
- 1.D. Library Director's Report
- 1.E. Committee Report
- 1.F. Communications

2. Old Business

- 2.A. Report on New Part-Time Position

3. New Business

- 3.A. Discussion and Action on Policy Updates
 - Mission Statement
 - Objectives of the Library
 - Organizational Structure
 - Functions of the Library
 - Cooperation
 - 3D Printer Policy
- 3.B. Discussion and Action on Proposed FY2027 Budget
- 3.C. Discussion and Action on Skateboarding

4. Presentations

- 4.A. Public Presentation to or with the Board

5. Adjournment

- 5.A. Adjournment

Date Posted: March 4, 2026 10:34 pm

2025 01-13

Library Board MINUTES

SAGINAW LIBRARY BOARD

6:00 PM - Tuesday, 13 January 2026

Saginaw Public Library

304 West McLeroy Blvd.

1. Call to Order - 6:06 PM

2. Roll Call and Recognition of Visitors -

Present: Jean King, Mary Nichols, Ellen Ritchie, Belinda Henson, Ben Davila, Cara Cahalan.

Absent: Trish Barbarick, Joe DeLeon, Tabitha Meara, Samuel Cowlshaw.

3. Minutes – Motion to accept minutes of 11/11/25 meeting made by Cara Cahalan; Seconded by Ben Davila ; Passed unanimously.

4. Treasurer’s Report - Postponed

5. Library Director’s Report -

Holidays went great! Children’s and teens holiday party; Noon year’s eve party with 450 people completed in the Adventure Zone outperformed expectations; City holiday parade; Lots of great decorations; Great weather; Staff has hit their stride; Circulation has increased specifically new library cards; Large MetroShare staff training was hosted on site this week.

6. Committee Reports - None

7. Communications - None

8. Old Business - Budget meeting is in March and we will discuss Christmas decorations then.

9. New Business

a. Policy Updates -

Conduct - Approval contingent on adding a statement of consequences; Motion made by Jean King; Seconded by Cara Cahalan; Passed unanimously

Internet Use - Motion made by Belinda Henson; Seconded by Jean King; Passed unanimously (This policy actually pops up each time a patron logs into a computer)

Unattended children - Motion made by Belinda Henson; Seconded by Jean King ; Passed unanimously

Bulletin Boards and Display of Information - Motion made by Mary Nichols ; Seconded by Ben Davila ; Passed unanimously

b. Part-time Position - due to increased water bill donation amount, there is capacity to add a part-time position (Children's Programming Assistant) in the Donations Fund. This position could possibly be added at/before mid year budget adjustments in March; must be approved by City council. Finance is projecting to collect \$168,000 with a potential overage of \$77,000 from our approved FY26 budget; estimating salary to be approximately \$32,000. Motion to hire a part-time Children's Programming Assistant using surplus donation funds by Belinda Henson; Ben Davila seconded; Passed unanimously.

10. Public Presentation to or with the Board - None

11. Adjournment - Motion to adjourn at 7:00 PM by Ben Davila; Seconded by Mary Nichols ; Passed

Next Meeting: 10 March 2026



LIBRARY BOARD
Treasurer's Report
October 2025

Beginning Balance **\$286,808.62**

Disbursements

Seasonal Employees	\$0.00
Data Processing Expenses	\$0.00
Books, CD's, DVD's	\$3,366.19
Supplies	\$10,367.57
Contract Services	\$1,100.00
Dues & Subscriptions	\$0.00
Educational Training/Travel	\$0.00
Capital Outlay/Special Requests	\$0.00
fees & refunds	\$0.00
Disbursements Subtotal	\$14,833.76

Donations

Citizen Donations from Utility Bills	\$8,734.69
Texpool Interest	\$998.12
Donations Subtotal	\$9,732.81

Ending Balance **\$281,707.67**



LIBRARY BOARD
 Treasurer's Report
 November 2025

Beginning Balance **\$281,705.67**

Disbursements

Seasonal Employees	\$0.00
Data Processing Expenses	\$2,150.46
Books, CD's, DVD's	\$78.42
Supplies	\$6,038.33
Contract Services	\$0.00
Dues & Subscriptions	\$0.00
Educational Training/Travel	\$0.00
Capital Outlay/Special Requests	\$0.00
fees & refunds	\$0.50
Disbursements Subtotal	\$8,267.71

Donations

Citizen Donations from Utility Bills	\$10,335.71
Texpool Interest	\$882.23
Donations Subtotal	\$11,217.94

Ending Balance **\$284,655.90**



LIBRARY BOARD
 Treasurer's Report
 December 2025

Beginning Balance **\$284,655.90**

Disbursements

Seasonal Employees	\$0.00
Data Processing Expenses	\$1,969.00
Books, CD's, DVD's	\$1,170.23
Supplies	\$21,776.60
Contract Services	\$3,148.08
Dues & Subscriptions	\$0.00
Educational Training/Travel	\$0.00
Capital Outlay/Special Requests	\$0.00
fees & refunds	\$0.50
Disbursements Subtotal	\$28,064.41

Donations

Citizen Donations from Utility Bills	\$14,480.88
Texpool Interest	\$854.89
Donations Subtotal	\$15,335.77

Ending Balance **\$271,927.26**



LIBRARY BOARD
 Treasurer's Report
 January 2026

Beginning Balance **\$271,927.26**

Disbursements

Seasonal Employees	\$0.00
Data Processing Expenses	\$0.00
Books, CD's, DVD's	\$1,652.76
Supplies	\$3,283.20
Contract Services	\$0.00
Dues & Subscriptions	\$0.00
Educational Training/Travel	\$0.00
Capital Outlay/Special Requests	\$0.00
fees & refunds	\$0.00
Disbursements Subtotal	\$4,935.96

Donations

Citizen Donations from Utility Bills	\$13,654.34
Texpool Interest	\$810.78
Donations Subtotal	\$14,465.12

Ending Balance **\$281,456.42**



LIBRARY BOARD
Treasurer's Report
February 2026

Beginning Balance **\$281,456.42**

Disbursements

Seasonal Employees	\$0.00
Data Processing Expenses	\$2,880.56
Books, CD's, DVD's	\$1,444.45
Supplies	\$3,657.86
Contract Services	\$0.00
Dues & Subscriptions	\$0.00
Educational Training/Travel	\$0.00
Capital Outlay/Special Requests	\$0.00
fees & refunds	\$0.00
Disbursements Subtotal	\$7,982.87

Donations

Citizen Donations from Utility Bills	\$11,872.30
Texpool Interest	\$724.72
Donations Subtotal	\$12,597.02

Ending Balance **\$286,070.57**



SAGINAW PUBLIC LIBRARY
 Monthly Report • February 2026

Events • Projects • Updates

- Winter Reading Challenge: During February we held our annual WRC, with prizes from Nothing Bundt Cakes for kids, and Library t-shirts as the prizes for teens and adults.
- Adult Education: We are thrilled for Ronnie's student Makarious, from Egypt, who successfully completed his US Citizenship interview this month! It's always fun to celebrate our students' big successes.
- Children's Programs: Kristi partnered with KERA/PBS Kids for a special program targeted at parent involvement in early literacy. The event featured multiple activity stations and we had over 150 people in attendance!
- Children's Programs: Also this month, Kristi had the National Cowgirl Museum here to put on a program during Storytime, and partnered with Raising Cane's for a Valentine's Day giveaway for kids.
- School-Age Programs: We had the first meeting of the new Bluebonnet Bookclub for 3rd-6th graders, we did a science activity comparing saltwater & freshwater for *I'm a Dumbo Octopus!* and an art activity of making wire-wrapped trees for *Lola*.
- Love Your Library: Here are some of the reasons our patrons love our Library! Because: "It's a great place to spend time with my toddler. Nice people, great books, amazing atmosphere." "They have Libby!" "Our librarians are always so welcoming & kind, books, the warm environment!" "It feels like home! It's beautiful, welcoming, & peaceful! The librarians are the sweetest." "Books. I could marry a book." "It makes my Amazon cart less scary when I can read for free." "They always have what I need." "Because of the amazing books & people that are here making me happy & joyful." "I can play with toys." "It's the best place to relax!" "They give us free books." "I love having a "real" book to read!" "The Library is the best!" "It's a great place to craft." "A person can learn ALOT." ...and many more!

Library Materials	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
New Items	452	2,064	352	2,534
<i>Books/Periodicals</i>	415	1,884	339	2,216
<i>Video</i>	25	68	9	72
<i>Audio</i>	12	33	4	34
<i>eBooks and eAudiobooks (local)</i>	0	79	0	212
Items Removed	20	1,522	77	261
Total Physical Materials	61,087		60,928	
Total Electronic Materials (NLTOTG)	38,408		37,012	

Patrons	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
New Patrons	251	1,384	80	440
<i>Saginaw</i>	92	657	38	214
<i>Nonresident</i>	159	727	42	226
Total Active Patrons	9,692		8687	

Circulation

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Adult Books	2,564	12,089	1,694	8,064
<i>Fiction</i>	1,229	5,836	990	4,660
<i>Nonfiction</i>	1,030	4,629	530	2,621
<i>Large Print</i>	305	1,624	174	783
Children's Books	5,741	26,663	3,997	19,483
<i>Easy</i>	3,904	18,080	2,775	13,225
<i>Junior</i>	1,408	6,654	1,014	5,206
<i>Young Adult</i>	429	1,929	208	1,052
Magazines	31	185	38	193
World Languages	113	526	75	359
Videos	665	3,389	436	2,584
Audios	117	679	103	390
Video Games	121	387	68	261
Library of Things	29	120	22	125
E-Books	429	1,991	388	1,981
E-Audiobooks	796	3,542	638	3,099
E-Magazines	266	1,352	221	1,177
MetroShare Circulation	873	3,761	889	4,467
Total Circulation	11,745	54,684	8,569	42,183

Services

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Interlibrary Loans (Including MetroShare Loans)	1558	6,505	1372	6827
<i>Interlibrary Loans Sent</i>	873	3,761	889	4469
<i>Interlibrary Loans Received</i>	685	2,744	483	2358
Non-Library Meetings/Reservations	2	14	3	12
Exams Proctored	0	7	0	6
Homebound Book Deliveries	0	0	0	0

Computers/Internet

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Public Internet Computers	442	1,446	380	1769
Wireless network		0		858

Databases

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
AncestryLibrary Total Unique Searches	41	41	55	478
Pronunciator Language User Sessions	7	37	23	58
Aztec GED Students Online Time (Hours)	38	246	113	451

Programs

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Number of Programs	51	215	47	220
<i>Children's</i>	22	88	21	95
<i>Teen</i>	5	21	4	17
<i>Adult</i>	22	97	20	99
<i>Family/All Ages</i>	2	9	2	9
Program Attendance	1,624	6,285	1,444	6,180
<i>Children's</i>	1,269	5,118	1,026	4,945
<i>Teen</i>	61	219	72	190
<i>Adult</i>	266	811	314	853
<i>Family/All Ages</i>	28	137	32	192

Adult Learning

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Number of Adult Classes	121	497	130	641
<i>English Language & Literacy</i>	82	322	62	387
<i>Citizenship</i>	7	42	21	73
<i>GED Prep</i>	32	133	43	163
<i>Basic Spanish</i>	0	0	4	18
<i>Other</i>	0	0	0	0
Current Enrollment	51		76	
Class Attendance	135	538	154	708
Number of Tutors	10		11	
Number of Tutor/Volunteer hours	315	1,358	371	1724
New Students	6	34	8	33

Volunteers

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Total Volunteer Hours	348	1,530	448	2,032
<i>Adult</i>	21	81	20	192
<i>Teen</i>	12	91	57	116
<i>AL/ESL Tutors</i>	315	1,358	371	1724

Operations

	Feb 2026	25/26 YTD	Feb 2025	24/25 YTD
Receipts	\$509	2,327	\$5,402	\$7,663
Days Open	19	100	19	100
Patron Visits (Estimate)			5500	22500



Events • Projects • Updates

- Voting: The Library hosted early and Election Day voting for the runoff election.
- Inclement Weather: The Library was closed on January 24, 27, and 28 for ice.
- Library Board: the Board approved updated policies for conduct, unattended children, computer use, and bulletin boards. The Library Board is in a year-long process of updating all the Library's policies to reflect current needs in our new facility.

Library Materials

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
New Items	451	1,612	415	2,182
<i>Books/Periodicals</i>	406	1,469	390	1,877
<i>Video</i>	6	43	11	63
<i>Audio</i>	7	21	11	30
<i>eBooks and eAudiobooks (local)</i>	32	79	3	212
Items Removed	1,434	1,502	18	184
Total Physical Materials	60,842		60,701	
Total Electronic Materials (NTLOTG)	37,996		37,360	

Patrons

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
New Patrons	269	1,133	109	360
<i>Saginaw</i>	129	565	53	176
<i>Nonresident</i>	140	568	56	184
Total Active Patrons	9,576		8664	

Circulation

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Adult Books	2,773	9,525	1,790	6,370
<i>Fiction</i>	1,278	4,607	1,029	3,670
<i>Nonfiction</i>	1,117	3,599	582	2,091
<i>Large Print</i>	378	1,319	179	609
Children's Books	5,349	20,922	3,987	15,486
<i>Easy</i>	3,378	14,176	2,688	10,450
<i>Junior</i>	1,489	5,246	1,089	4,192
<i>Young Adult</i>	482	1,500	210	844
Magazines	32	154	47	155
World Languages	111	413	84	284
Videos	692	2,724	513	2,148
Audios	158	562	93	287
Video Games	125	266	53	193
Library of Things	22	91	23	103
E-Books	468	1,562	425	1,593
E-Audiobooks	832	2,746	671	2,461
E-Magazines	294	1,086	285	956
MetroShare Circulation	767	2,888	994	3,578
Total Circulation	11,623	42,939	8,965	33,614

Services

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Interlibrary Loans (Including MetroShare Loans)	1433	4,947	1487	5455
<i>Interlibrary Loans Sent</i>	767	2,888	994	3580
<i>Interlibrary Loans Received</i>	666	2,059	493	1875
Non-Library Meetings/Reservations	4	12	2	9
Exams Proctored	0	7	1	6
Homebound Book Deliveries	0	0	0	0

Computers/Internet

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Public Internet Computers	355	1,004	370	1389
Wireless network			260	858

Databases

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
AncestryLibrary Total Unique Searches	0	0	123	423
Pronunciator Language User Sessions	1	30	15	35
Aztec GED Students Online Time (Hours)	55	208	104	338

Programs

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Number of Programs	40	164	46	173
<i>Children's</i>	16	66	20	74
<i>Teen</i>	5	16	3	13
<i>Adult</i>	17	75	21	79
<i>Family/All Ages</i>	2	7	2	7
Program Attendance	1,151	4,661	1,258	4,736
<i>Children's</i>	956	3,849	1,039	3,919
<i>Teen</i>	43	158	32	118
<i>Adult</i>	120	545	125	539
<i>Family/All Ages</i>	32	109	62	160

Adult Learning

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Number of Adult Classes	90	376	123	511
<i>English Language & Literacy</i>	59	240	81	325
<i>Citizenship</i>	9	35	17	52
<i>GED Prep</i>	22	101	22	120
<i>Basic Spanish</i>	0	0	3	14
<i>Other</i>	0	0	0	0
Current Enrollment	53		79	
Class Attendance	97	403	133	554
Number of Tutors	9		11	
Number of Tutor/Volunteer hours	220	1,043	334	1353
New Students	10	28	11	25

Volunteers

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Total Volunteer Hours	259	1,182	370	1,584
<i>Adult</i>	28	60	17	172
<i>Teen</i>	11	79	19	59
<i>AL/ESL Tutors</i>	220	1,043	334	1353

Operations

	Jan 2026	25/26 YTD	Jan 2025	24/25 YTD
Receipts	\$455	1,818	\$504	\$2,261
Days Open	21	81	20	81
Patron Visits (Estimate)			4800	17000



Library Board Memorandum

A. Report on New Part-Time Position

Meeting	Agenda Group
Tuesday, March 10, 2026, 6:00 PM	Old Business Item: 2A.
Reference File	
Community Goals	



A. Discussion and Action on Policy Updates

Mission Statement
Objectives of the Library
Organizational Structure
Functions of the Library
Cooperation
3D Printer Policy

Meeting	Agenda Group
Tuesday, March 10, 2026, 6:00 PM	New Business Item: 3A.
Reference File	
Community Goals	



B. Discussion and Action on Proposed FY2027 Budget

Meeting	Agenda Group
Tuesday, March 10, 2026, 6:00 PM	New Business Item: 3B.

Reference File

Community Goals



C. Discussion and Action on Skateboarding

Meeting	Agenda Group
Tuesday, March 10, 2026, 6:00 PM	New Business Item: 3C.
Reference File	
Community Goals	