



“A GREAT PLACE TO LIVE”

**AGENDA
WATAUGA LIBRARY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
THURSDAY, JANUARY 12, 2017
6:30 P.M.**

CALL TO ORDER

CITIZEN'S OPEN FORUM

REPORTS FROM STAFF

1. Director's Monthly Reports for October and November 2016, to include Statistical and Library CARES Report, and upcoming event fliers
Lana Ewell, Library Director

APPROVAL OF MINUTES

1. Minutes of Regular Meeting of November 10, 2016

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, Zolaina R. Parker, City Secretary for the City of Watauga, Texas, do hereby certify that this agenda was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, January 6, 2017 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.


Zolaina R. Parker, City Secretary



REPORT 1

WATAUGA PUBLIC LIBRARY-REPORT SUMMARY
Monthly Report - October, 2016

DEPARTMENT TOTALS	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Circulation Total	25,298	22,646	25,298	22,646
Total in Collection	N/A	N/A	113,523	110,273
Programs	135	124	135	124
Program Attendance	2,441	2,602	2,441	2,602
Cards Issued	207	188	207	188
Library Visits	10,196	9,711	10,196	9,711
Notary Service	22	33	22	33
Reference & Directional Transactions	1,766	1,752	1,766	1,752
Study Room Usage (hours)	587	619	587	619
Volunteer Hours	566.50	447.50	566.50	447.50
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Adult Books	3,427	2,666	3,427	2,666
Youth Books	12,663	11,329	12,663	11,329
Adult Books on CD	561	374	561	374
Youth Books on CD	176	163	176	163
Adult DVDs	2,586	2,637	2,586	2,637
Youth DVDs	2,414	2,337	2,414	2,337
Adult Kits	111	113	111	113
Youth Kits	164	82	164	82
Music CDs	292	355	292	355
Periodicals	311	207	311	207
eBooks	230	279	230	279
eAudiobooks	133	236	133	236
eMagazines	68	96	68	96
MetrOPAC Materials	2,162	1,772	2,162	1,772
TOTAL CIRCULATION	25,298	22,646	25,298	22,646
Renewals	9,560	4,407	9,560	4,407
Requested Items Processed	1,735	1,578	1,735	1,578
Interlibrary Loan Requests (TexShare)	34	13	34	13
Self-Check Out Transactions	1,151	990	1,151	990
Self-Check Out-Items Checked Out	5,854	5,039	5,854	5,039
Revenue Collected	\$ 2,299.82	\$ 2,862.94	\$ 2,299.82	\$ 2,862.94
ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Number of Programs	94	81	94	81
Program Attendance	1,237	1,137	1,237	1,137
Volunteer Hours	479	304	479	304
Internet Users	1,516	1,722	1,516	1,722
YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Number of Programs	41	43	41	43
Program Attendance	1,204	1,465	1,204	1,465
School Visits	1	0	1	0
Volunteer Hours	88	144	88	144
Youth Computer Users	833	800	833	800
TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Material Items Received	961	1,007	961	1,007
Materials Added	629	792	629	792
Materials Withdrawn	895	324	895	324

Please note some Library statistics have been affected by the migration to a new Library Catalog (Polaris) in January 2015

Watauga Public Library C.A.R.E.S. / FY 2016-2017

The Library received the following comments in October 2016

Facebook :

- ◆ “Rebecca Baker Empson; October 26, 2016; 5 Star review; ‘We love our Watauga library and librarians! We’ve been going for 10 years now since moving to this area and everything just keeps getting better and better! My kids have a love for books, movies, and the library because of the help of our wonderful librarians! - Rebecca Baker Empson; October 26; 5 star review”
- ◆ “Angelica Ruvalcaba; October 25, 2016; 5 star review.”
- ◆ “Tonja Sackett; October 14; 5 star review. ‘Love this library and all the great librarians! Some have been here since I moved here 25 years ago, and still ask about my kids! Bad Art Night was epic!’”
- ◆ “Louise Moreno; October 13; 5 Stars; ‘Children’s library: The library has the best storytime in Tarrant county, I have visited several other libraries just for fun and was disappointed. At Watauga Library, books are read with enthusiasm to the children drawing them into the love of reading. After the reading of the stories they have bubbles and a craft for the children to make. Sometimes they have flannel board stories, puppet shows, costumes, finger plays, and music to enhance their story telling. They also host special events from time to time like a petting zoo, big vehicle day, a ballet performance (shortened version) of the Nutcracker with Santa afterwards and a few of his live reindeer for viewing, etc. In the children's library, they have computers, and a child friendly shelf for toddlers full of board books, toys available, and a very good collection of books for all ages. They also have a good collection of music cd and videos. All of the staff are friendly and helpful.’”
- ◆ “Jeremy & Rachael Bell; October 12; 5 Stars; ‘This is the most friendly library and perfect for my kiddos. We love our library.’”
- ◆ “Eva Shin; October 8; 5 Stars”

Yelp Review :

- ◆ “Laney H.; 10/27/2016; ‘Story time here was fabulous! I took my 3 year old son to the Wednesday morning 10:30 story time and he was in heaven. They sang songs, read books, and made a craft. After story time he played with the Toys in the children’s play area. The librarians were so kind and welcoming. We also went to a Thursday evening family night activity and it was wonderful. All three of my kids aged 3, 6 & 8 were highly entertained by the “guest scientist.’”

In Library Paper Comments:

- ◆ “Story time here is amazing! The teachers are fantastic, fun & the kids love them!”
- ◆ “I love this Library! The Bests ever!”
- ◆ “Can you have a baseball card club.”

**WATAUGA PUBLIC LIBRARY
MONTHLY REPORT NOVEMBER, 2016**

TOTALS	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Circulation Total	23,195	20,093	48,493	42,739
Total in Collection	N/A	N/A	113,809	111,096
In House Program Attendance	1,742	1,624	4,096	4,226
Outreach Program Attendance	267	47	354	47
Library Cards Issued	134	124	341	312
Door Count	8,055	8,008	18,251	17,719
Notary Service	22	8	44	41
Reference & Directional Transactions	1,918	1,675	3,684	3,427
Self-Check Out Transactions	1,015	811	2,166	1,801
Self-Check Out-Items Checked Out	4,953	4,272	10,807	9,311
Study Room Usage (hours)	567	457	1,154	1,076
Volunteer Hours	385.25	404.00	951.75	851.50
Please note some Library Statistics have been affected by the migration to a new Library Catalog (Polaris)				
CIRCULATION SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Circulation of Materials				
Books - Adult	2,814	2,383	6,241	5,049
Books - Juvenile	10,843	8,945	22,714	19,499
Books - Young Adult	710	671	1,502	1,446
Total Books	14,367	11,999	30,457	25,994
Books on CD - Adult	423	327	984	701
Books on CD - Youth	140	144	316	307
Total Books On CD	563	471	1,300	1,008
DVDs - Adult	2,422	2,614	5,008	5,251
DVDs - Youth	2,397	2,103	4,811	4,440
Total DVDs	4,819	4,717	9,819	9,691
KITs - Adult	84	92	195	205
KITs - Youth	174	69	338	151
Total Kits	258	161	533	356
Music CDs - Adult	281	336	573	691
Music CDs - Youth	0	0	0	0
Total Music CDs	281	336	573	691
Periodicals - Adult	287	182	598	389
Periodicals - Youth	0	0	0	0
Total Periodicals	287	182	598	389
Ebooks - Adult	227	244	437	486
Ebooks - Youth	46	27	66	64
Eaudiobooks - Adult	133	143	244	349
Eaudiobooks - Youth	36	22	58	52
Emagazines	31	79	99	175
Total Digital	473	515	904	1,126
MetrOPAC Materials	2,147	1,712	4,309	3,484
TOTAL	23,195	20,093	48,493	42,739
Polaris Renewals	8,329	4,019	17,889	8,426
Library Cards Issued				
New	67	69	201	191
Renewal	63	53	130	117
Replacement	4	2	10	4
Total	134	124	341	312
Watauga	113	100	283	254
Out-of-City	21	24	58	58
Requested Items Processed	1,326	1,326	3,061	2,904
Interlibrary Loan Requests (TexShare)	18	20	52	33
Self-Check Out Transactions	1,015	811	2,166	1,801
Self-Check Out-Items Checked Out	4,953	4,272	10,807	9,311

WATAUGA PUBLIC LIBRARY
MONTHLY REPORT NOVEMBER, 2016

REVENUE COLLECTED	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Library General Fund	\$4,100.49	\$2,982.14	\$5,381.91	\$4,905.72
Lost/Damaged Materials	\$208.90	\$121.95	\$307.50	\$213.88
Library Copier Revenue	\$735.93	\$548.39	\$1,655.73	\$1,350.52
Non-Resident Fee	\$0.00	\$0.00	\$0.00	\$40.00
Other	\$2.00	\$0.00	\$2.00	\$5.30
Total	\$5,047.32	\$3,652.48	\$7,347.14	\$6,515.42

ELECTRONIC SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Database Searches	1,180	1,621	2,210	3,749

ADULT SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Number of Inhouse Programs	66	68	159	149
Adult SRC Attendance	N/A	N/A	N/A	N/A
Inhouse Program Attendance	728	801	1,947	1,938
Total Inhouse Program Attendance	728	801	1,947	1,938
Number of Outreach Programs	1	1	2	1
Outreach Program Attendance	22	47	40	47
Total Adult Programming Attendance	750	848	1,987	1,985
Internet Users	1,309	1,301	2,825	3,023
Directional Transactions	44	31	115	67
Reference Transactions	1,059	810	2,063	1,709
Study Room Usage	567	457	1,154	1,076
Summer Reading Club Sign-Up	N/A	N/A	N/A	N/A
Winterstock Reading Club Sign-Up	N/A	N/A	N/A	N/A
Volunteer Hours Worked				
Library Volunteer	70.00	53.00	138.50	107.00
Friends of WPL	8.00	4.00	16.00	4.00
GED	0.00	54.00	114.00	126.00
Homework Helper	62.00	46.00	134.00	98.00
ESL	142.25	96.50	358.25	222.50
Total	282.25	253.50	760.75	557.50

YOUTH SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Number of Inhouse Programs	36	35	72	78
In House Program Attendance				
Toddler Time	350	265	597	598
Story Time	467	275	843	589
Young Adult	0	41	0	46
Homework Help Center	53	53	106	159
Special Programs	144	189	603	896
Summer Reading Club	N/A	N/A	N/A	N/A
Total Inhouse Program Attendance	1,014	823	2,149	2,288
Number of Outreach Programs	5	0	10	0
Outreach Program Attendance	245	0	314	0
Directional Transactions	174	177	272	238
Reference Transactions	641	657	1,234	1,413
Computer Users	947	800	1,780	1,600
Volunteer Hours	103.00	150.50	191.00	294.00
School Visits	1	0	2	0
Summer Reading Club Sign-Up	N/A	N/A	N/A	N/A

WATAUGA PUBLIC LIBRARY
MONTHLY REPORT NOVEMBER, 2016

TECHNICAL SERVICES	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Material Items Received				
Books - Adult	199	341	433	397
Books - Juvenile	29	256	536	511
Books - Young Adult	0	29	1	458
Books on CD - Adult	10	13	34	44
Books on CD - Youth	0	14	1	19
DVDs - Adult	42	107	71	171
DVDs - Youth	0	102	0	116
KITs - Adult	0	0	0	0
KITs - Youth	0	0	0	0
Music CDs - Adult	0	0	0	0
Music CDs - Youth	0	0	0	1
Periodicals - Adult	91	115	210	222
Periodicals - Youth	31	43	77	88
Total Received	402	1,020	1,363	2,027

Materials Added	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Books - Adult	322	341	507	408
Books - Juvenile	253	238	458	477
Books - Young Adult	20	73	21	305
Total Books	595	652	986	1,190
Books on CD - Adult	12	16	38	39
Books on CD - Youth	1	12	3	18
Total Books on CD	13	28	41	57
DVDs - Adult	30	115	66	177
DVDs - Youth	0	86	3	117
Total DVDs	30	201	69	294
KITs - Adult	0	0	0	0
KITs - Youth	1	1	34	1
Total KITs	1	1	34	1
Music CDs - Adult	0	1	0	2
Music CDs - Youth	0	1	4	18
Total Music CDs	0	2	4	20
Periodicals - Adult	77	77	167	166
Periodicals - Youth	27	33	71	58
Total Periodicals	104	110	238	224
Total Materials Added	743	994	1,372	1,786

**WATAUGA PUBLIC LIBRARY
MONTHLY REPORT NOVEMBER, 2016**

TECHNICAL SERVICES CONT'D				
Materials Withdrawn	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Books - Adult	271	101	1,158	207
Books - Juvenile	1	39	2	201
Books - Young Adult	0	2	1	2
Total Books	272	142	1,161	410
Books on CD - Adult	0	0	0	0
Books on CD - Youth	0	0	0	0
Total Books on CD	0	0	0	0
DVDs - Adult	184	0	186	0
DVDs - Youth	1	1	4	1
Total DVDs	185	1	190	1
KITs - Adult	0	0	0	0
KITs- Youth	0	0	0	0
Total KITs	0	0	0	0
Music CDs - Adult	0	0	0	0
Music CDs - Youth	0	1	0	1
Total Music CDs	0	1	0	1
Periodicals - Adult	0	0	1	0
Periodicals - Youth	0	27	0	83
Total Periodicals	0	27	1	83
Total Materials Withdrawn	457	171	1,352	495
Materials Purged (MIA)				
Materials Purged (MIA)	Current Month	This Month Last Year	Year to Date 2016-17	Year to Date 2015-16
Books - Adult	0	0	0	0
Books - Juvenile	0	0	0	0
Books - Young Adult	0	0	0	0
Total Books	0	0	0	0
Books on CD - Adult	0	0	0	0
Books on CD - Youth	0	0	0	0
Total Books on CD	0	0	0	0
DVDs - Adult	0	0	0	0
DVDs - Youth	0	0	0	0
Total DVDs	0	0	0	0
KITs- Adult	0	0	0	0
KITs - Youth	0	0	0	0
Total KITs	0	0	0	0
Music CDs - Adult	0	0	0	0
Music CDs - Youth	0	0	0	0
Total Music CDs	0	0	0	0
Periodicals - Adult	0	0	0	0
Periodicals - Youth	0	0	0	0
Total Periodicals	0	0	0	0
Total Materials Purged (MIA)	0	0	0	0

Watauga Public Library C.A.R.E.S. / FY 2016-2017

- **The Library received the following comments and requests in November 2016.**

Comments:

- a. **“I Love the library! I like all the staff members because they are sooo nice...I love your books they are great. Also winter is coming soon hope you guys decorate with snowflakes. I am 11 so only 2 more years to be a volunteer.”**

Requests:

- a. **“Can you have a sports card club.”**
- b. **“Have a football card club.”**

- **Civic /Community Engagement /Job Skills**

- a. **The Adult Services Librarian attended the Sertoma Board/General Meeting.**
- b. **The Library promoted the following services on Social Media: OverDrive; Atomic Training; Tutor.com; Sesame Street eBooks; Britannica On-line.**
- c. **The Friends of the Watauga Public Library Annual Holiday Food Drive began.**
- d. **Staff conducted four basic computer classes (Word, PowerPoint).**
- e. **A representative from Texas A&M assisted interested potential students and their parents with the college application process.**

- **Digital Inclusion /Economic Development**

- a. **A local realtor and lender detailed the ins and outs of first-time home ownership at a workshop in the Library.**

- **Early Childhood literacy /Family Development & Enrichment**

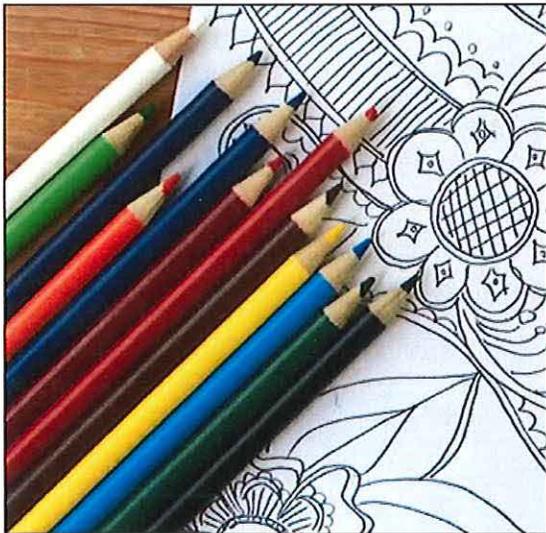
- a. **Twenty in-house story times were conducted.**
- b. **Four Park Vista Outreach events occurred.**
- c. **There was one school visit.**

- **Education/Lifelong Learning**

- a. **GED classes resumed this fall. This partnership with Fort Worth ISD provides an important educational asset to our community.**
- b. **The Birdville Independent School District resumed their two large-group ESL classes. These classes are full to capacity with a lengthy waiting list.**



Adult Coloring Club



Coloring is a relaxing and entertaining activity for adults.

We supply the coloring sheets, markers, pencils, and crayons.

Feel free to bring your own supplies.

Relax. Reduce stress. Be creative.

**1st Thursdays
3:15pm to 5:00pm**



Watauga Public Library

7109 Whitley Road

(817) 514-5865



BAD ART AFTERNOON

Saturday, January 14th

Noon to 2:30pm

Join us for an afternoon of craft and inspiration as we gather to make some truly dreadful art.

We'll provide the supplies, just make sure you leave your talent and good taste at home.

Ages 15 and up.

**Be creative!
Have fun!
Make ugly stuff!**



Watauga Public Library

7109 Whitley Road

(817) 514-5865

Library Book Club

Agenda Page No. 11

On select Thursdays of each month
from 6:30 p.m. to 7:30 p.m.

January 19, 2017

House on the Strand by Daphne Du Maurier

February 16, 2017

Hell's Half Acre by Richard Selcer

March 2017

World Without End by Ken Follett

April 2017

*In the Garden of Beasts: Love, Terror, and an
American Family in Hitler's Berlin*
by Erik Larson

May 2017

Grapes of Wrath by John Steinbeck

June 2017

Kindred by Octavia Butler

July 2017

Shadow of the Wind by Carlos Ruiz Zafon

August 2017

*Boys in the Boat: Nine Americans and Their Epic
Quest for Gold at the 1936 Berlin Olympics*
by Daniel James Brown

September 2017

Hound of the Baskervilles by Arthur Conan Doyle

October 2017

Midnight in the Garden of Good and Evil
by John Berendt

November 2017

Shell Seekers by Rosamunde Pilcher

Join the Library's cozy,
informal book
discussion group.

Watauga Public Library
7109 Whitley Rd
817-514-5865

WATAUGA
TEXAS

Titles may be borrowed from the
Library or purchased from a
bookstore.

You may want to reserve your copy
in the online catalog at
www.wataugatx.org or by
calling the Library at
(817) 514-5865.



Exploring History and Collecting

with the DFW G.I. Joe Collectors Club



Thursday, February 9th 6:30pm to 7:30pm

Learn about history, the collecting hobby, the twentieth anniversary of G.I. Joe, and much more. Perfect for history buffs, toy collectors, and anyone with an interest in the military.

Everyone is welcome. Free!



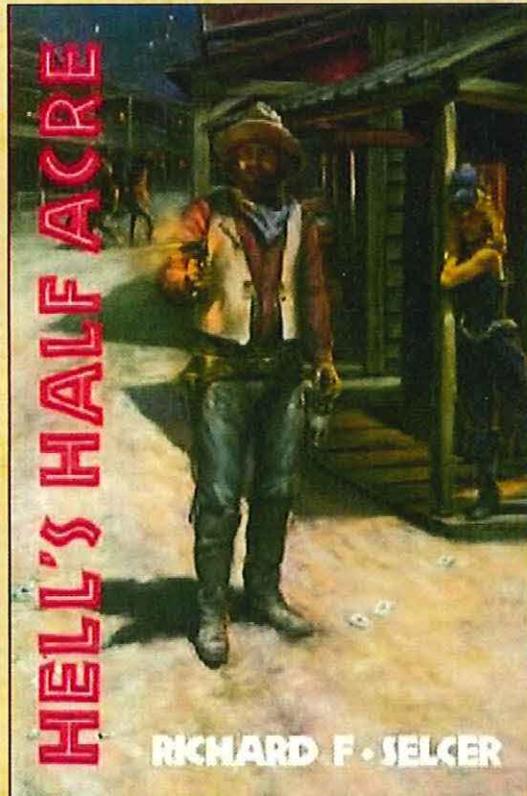
Watauga Public Library

7109 Whitley Road

(817) 514-5865

Author Appearance

Richard Selcer



**Thursday,
February 16th
6:30pm to 7:30pm**

Join us for a presentation
about his most famous book-
*Hell's Half Acre: the Life and
Legend of a Red-Light District*



★ AUTHOR & HISTORIAN ★

Richard Selcer has written many books about Texas and Civil War history. Dr. Selcer is a Fort Worth native with his Ph.D. from Texas Christian University. He is a fascinating speaker with a passion for the past. Everyone is welcome. Free!



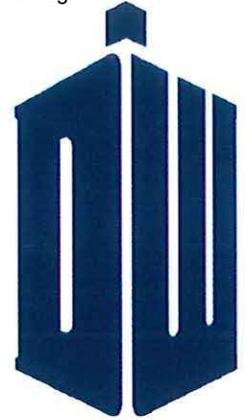
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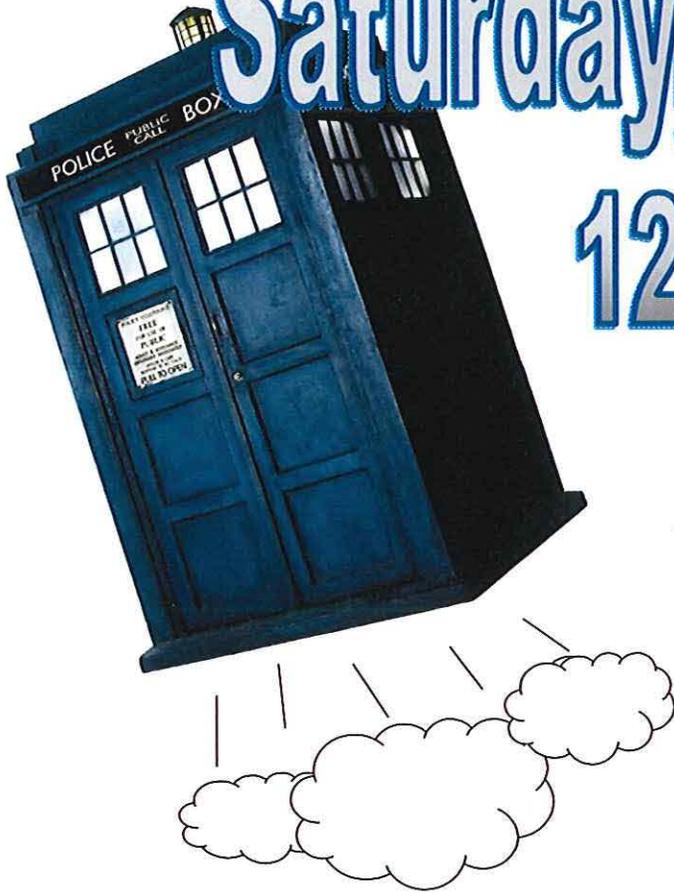
BBC

DOCTOR WHO



Saturday, February 25th

12:00pm to 2:30pm



**An afternoon of fun for
Doctor Who fans of all ages!**

Activities!

Crafts!

Games!

Costumes are highly encouraged!



Watauga Public Library

7109 Whitley Road

(817) 514-5865

PROOF

FAMILY PLACE

We are a Family Place library.





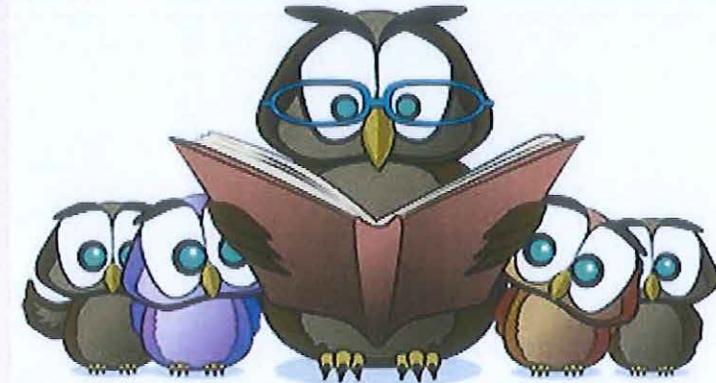
Story Time with Behavioral Innovations

What? BI will send an ABA therapist to come read to children with special needs.

When? The first Wednesday of every month starting January 4th.

What Time? 4:30-5:00pm

Where? At the Watauga Public Library.



Behavioral Innovations is a provider of Applied Behavior Analysis to children with Autism.

Genealogy Meetups



Every 2nd & 4th Monday of the month
from 6:30pm to 8:00pm

Join the group and learn from
experienced genealogists.



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DISNEY

Trivia Night

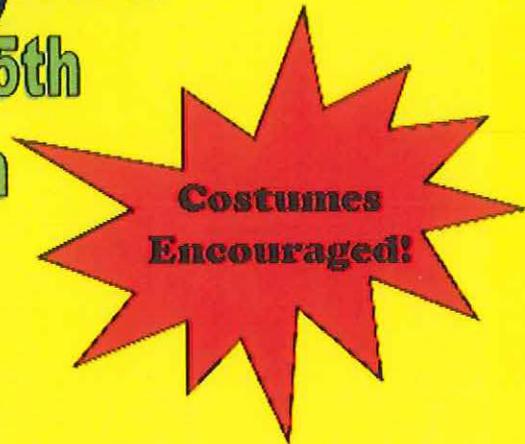
Thursday, January 5th

6:30pm to 7:45pm

This event is best for
tweens/teens, adults, or
families who will play
together in a team.



**RSVP
Required**



**Costumes
Encouraged!**

STAAR Test Workshops

by Explore Horizons Alliance

Tuesdays in January from 4 p.m. to 5 p.m.

Success with Math

Grades 3 to 8

January 10th

Success with Reading

Grades 3 to 8

January 17th

Success with Writing

Grades 4 to 7

January 24th

Please register at the Youth Desk or call 817-514-5866





**Watauga
Middle School
Photography Club
ART SHOW
January 9 - 16, 2017**

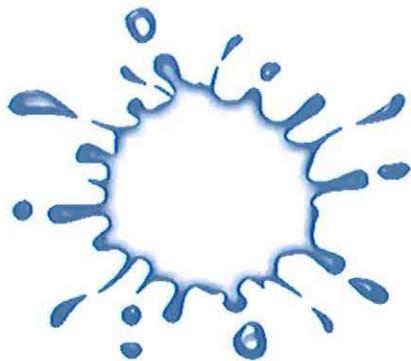
WizArt Club

Friday

January 20th

4:30 to 5:30 pm

Make a fluffy sheep with acrylic
paint and cotton balls!



- **third Friday** of each month
- children ages **5 to 12**
- **registration** is required
- **register** at the **Youth Desk**
- space is limited to **25 students**
- all **supplies** will be **provided**



Bradley Method Childbirth Class

Saturday, January 28, 1 pm – 3 pm

A free session led by natural childbirth instructors certified by The American Academy of Husband-Coached Childbirth, Sarah Croft, AAHCC, and Lori Hatch. Topics will include;

- Nutrition for mom and baby
- Exercises to strengthen & prepare for labor
- Exercises to relieve pregnancy discomforts
- More tips and info to give your baby a head start!

DFW Costumers Guild

presents...

Rococo fashion is
from the 18th
century.

Rococo Fashion



Thursday, February 23rd
6:30pm to 7:30pm

Never miss a thing at the WPL with our Email Newsletter

**Sign up
at the
Checkout
Desk**



APPROVAL OF MINUTES
November 10, 2016

**MINUTES
WATAUGA LIBRARY BOARD
SPECIAL MEETING
CITY HALL COUNCIL CHAMBERS
7109 WHITLEY ROAD
THURSDAY, NOVEMBER 10, 2016
6:30 P.M.**

Members present:

Kip Woodruff	Chairperson
Henrietta Egenti	Vice-Chairperson
Mark Taylor	Member
Sharon Subjeck	Member

and

Lana Ewell	Library Director
------------	------------------

with

Member Coy, Member Bowman, and Member Pilgrim absent without notice.

CALL TO ORDER

Chairperson Woodruff called the meeting to order at 6:33 p.m.

CITIZEN'S OPEN FORUM

None.

REPORTS FROM STAFF

1. Director's Monthly Report September 2016, to include Statistical Report, Performance Measures, grant update, fundraiser update, and upcoming event fliers.

Lana Ewell, Library Director provided the Monthly Report September 2016, to include Statistical Report, Performance Measures, grant update, fundraiser update, and upcoming event fliers.

APPROVAL OF MINUTES

1. Minutes of Regular Meeting of July 14, 2016
2. Minutes of Special Meeting of September 29, 2016

Minutes
Library Board
November 10, 2016
Page 2

Member Taylor made a motion to accept the minutes of the Regular Meeting of July 14, 2016 and the minutes of the Special Meeting of September 29, 2016. Vice-Chairperson Egenti seconded the motion. The motion carried unanimously.

ADJOURNMENT:

With no further business to discuss, Chairperson Woodruff adjourned the meeting at 7:08 p.m.

APPROVED: this ____ day of _____, 2017.

SIGNED: this ____ day of _____, 2017.

APPROVED:

Kip Woodruff, Chairperson

ATTEST:

Teresa Bowman, Secretary