



**Friends of the Library Annual Meeting—February 7, 2026 | 10:00 am
Juanita Hargraves Memorial Branch Library, 108 Fear Road, Winnie, TX**

Meeting called to order by Friends of the Library President Elaine Byrd at 10:04 AM

Those in attendance: Elaine Byrd, Jennifer Sheffield, Jean Forrest, Chris Jircik, Kaitlin Peyton, Laura Wilkins, Patti Long, Carolyn Caldwell, Mandy Sheffield, and Molly McGinty.

Elaine announced that Myah Finch, Kim Hart, Connie Lee, Yolie Belt, Elissa Jordan, and Aquilia De La Cruz were not able to attend today's meeting.

Welcome

Board President Elaine Byrd welcomed everyone in attendance.

Approve October Minutes

The October minutes were presented to those in attendance. The minutes were previously approved by the board via email, so no approval was needed at this meeting. No questions were presented during this meeting. Mandy and Molly have already posted the October minutes to the library page.

Treasurer's Report

Chris Jircik provided the treasurer's report. For the 2025 Financial Statement, the Friends had a beginning balance of \$5,625.60 with a total income for the year of \$14,163.43 (fundraising, donations, member dues, memorials, Nerdcon, etc) and total expenses for the year for the year of \$14,715.03 (Nerdcon gift cards, checks to Chambers County Library for Summer Reading programs, fall and spring wish list, etc.). A motion was made by Jean Forrest and seconded by Carolyn Caldwell to accept the report as presented. Motion carried.

Librarian Report

Chambers County Librarian Molly and Asst Mandy provided an update that Mont Belvieu has increased in all programs. They added two new monthly outreaches, a new Toddler time, and a monthly Lego program for kids. They added four new study rooms, with two of them being private, and they are in high demand. The adult Cork Dork Book Club is reaching 40 attendees a month now. The Library hosted its first Trunk or Treat and had over 500 attendees with nearly 40 vendors, with overwhelmingly positive feedback and requests to bring it back next year.

The Anahuac Library is expanding its reach into the community. Children's story times are now held at local daycares and Head Start. Staff created book boxes for elementary teachers to use in their classrooms. Construction on the new Anahuac library is underway, as the foundation

has already been poured. Completion date has not been set yet, but optimistic it will be open in early 2027. There will be a covered outside area to sit and enjoy the weather and read.

The Hargraves Library had several positive changes this year. Connie Lee was welcomed as the new branch manager; she is a longtime teacher who retired from the classroom but not from education, and she successfully led her first Summer Reading Program with grace. Children's story times have grown, and a new senior hangout hour was added to the monthly schedule, which has been well attended. Amber Schrock was hired as a Program Specialist.

Guest Speaker

Patti Long, Chairwoman of the Chambers County Advisory Board, attended the Friends meeting to present a proposal for the formation of a joint collaborative group. The proposed group would consist of a few members from the Advisory Board and a few members from the Friends Board, Commissioner Gore, Molly, and Mandy. The tentative name for this partnership is the *Chambers County Collaborative Group*. The purpose of this proposed group is to develop an initial draft of policies and priorities that would allow the Friends and the Advisory Board to work more cohesively and collaboratively behind the scenes, with the shared goal of supporting the continued success and growth of the Chambers County Library System.

Bylaws Revision by Bylaws Committee (Chris, Nellie, Kim)

Chris Jircik presented the revisions made to the bylaws. (1) Under Article IV - Officers, the president-elect was changed to vice president. (2) Under Article I - Meetings - Section 1, added verbiage "Only members in good standing are eligible to vote." (3) Under Article I - Meetings - Section 2 - added verbiage "Agenda items shall be requested in writing to the Board President at least seven (7) days in advance." (4) Under Article I - Meetings - Section 3 - verbiage was added "Special meetings can also be called by the President of the board or upon written request of the majority of the board. The business to be discussed shall be stated in the notification to the organization members at least 48 hours in advance." (5) Under Article I - Meetings - Section 4, the verbiage of "Announcements of all meetings shall be published in the local newspapers" since it cost money to advertise in the paper and replaced that section with "Announcements of all meetings shall be given to members using an electronic format and other methods determined by the President." (6) Under Article IV - Terms of Office - verbiage was added "Elections for the Vice President and Treasurer on even years, and elections for the President and Secretary are held on odd years." A motion was made by Chris Jircik and seconded by Jean Forrest to accept the bylaws as amended. Motion carried.

Agenda Days Revision

It was discussed amongst the group that it would be best to have "Agenda items shall be requested in writing to the Board President at least fourteen (14) days" instead of seven (7) days, as amended in the bylaws, and approved. A motion was made by Jean Forrest and seconded by Chris Jircik to accept the bylaw amendment. Motion carried.

Officer Elections

Vice President - Two (2) year term - A motion was made by Chris Jircik to nominate Jean Forrest, and seconded by Elaine Byrd. Motion carried. Jean Forrest is now Vice President.

Treasurer - Two (2) year term - A motion was made by Elaine Byrd to nominate Jennifer

Sheffield, and seconded by Chris Jircik. Motion carried. Jennifer Sheffield is now Treasurer.

Secretary - One (1) year term - A motion was made by Jean Forrest to nominate Kaitlin Peyton for Secretary, and seconded by Chris Jircik. Motion carried. Kaitlin Peyton is now Secretary.

OLD BUSINESS

NerdCon

NerdCon took place on November 15, 2025, at Eagle Pointe Recreation Complex with over 1,700 visitors, both local and from as far as Louisiana and Mexico, as well as 60 vendors and 11 celebrity guests. The Friends of the Library were able to set up a booth and sell books, videos, and DVDs. They even gained a handful of new members, as well, so this was a successful event for both the Friends and the County Library System. Molly and Mandy are already in the planning phase for the next NerdCon, which will take place on November 14, 2026.

USB Flash Drives

Jennifer Sheffield reported that she was asked in October to research the purchase of USB flash drives for three county libraries after some of the previously purchased drives were found to be nonfunctional. She has found a cost-effective possibility. Info will be shared with the Board, and a vote will be taken through email. These are not in great demand, but are provided by the Friends to the patrons to purchase by donating \$5.00

Keyrings/Keytags

Chris Jircik had 300 white keyrings ordered and customized/printed to say "Thank you for Supporting The Chambers County Friends of the Library" to pass out at events and to add to the flash drives. The keyrings will also be added to the membership papers, as well. Jean Forrest said she will go to Commissioner's Court to give a keychain to each Commissioner as a "thank you."

Pumpkin Bookmark Sales - Aquilia De La Cruz

Aquilia was not able to be at the meeting; however, she crocheted 80 pumpkin bookmarks as a fundraiser for the Friends group. Some of her materials (yarn) were donated, and Jennifer Sheffield offered and printed her pumpkin holder papers. A profit of \$250 was made.

Friends Facebook Page - Jennifer Sheffield

Jennifer Sheffield was asked at the October meeting to create a Facebook site for the Friends of the Library group. The site was created, and Jennifer has been posting information from the Chambers County Library System about upcoming events. Elaine noted that she will work with Jennifer to post more information to the site, and any information about events that the Friends will be attending and working on drawing more membership should be posted.

NEW BUSINESS

Collaboration with CCLS and Advisory Board

*See notes about Guest Speaker - Patti Long - Chairwoman of the Advisory Board

Board Members

Since we filled the Treasurer and Vice President positions, we lost a couple of Board Members. A motion was made by Jean Forrest to nominate Carolyn Caldwell and Laura Wilkins as Board Members, and Chris Jircik seconded. Motion approved. They will join other Board Members, Myah Finch and Elissa Jordan; Kim Hart will remain over the Membership Board.

Mardi Gras Event @ White's Park

Elaine Byrd shared an event she will be attending for Mardi Gras on February 17th, 2026, at White's Park from 5 - 7 PM. She was looking for ideas or games that are Mardi Gras themed that both kids and adults could do while she is there. Jean Forrest offered to go with her, as they will be representing the Friends of the Library group. Elaine said she will be blowing up balloon animals, and several members recommended for the children as a sensory fun game, to have white rice and red beans, and have colored coins in the beans and white rice. The children can dig for colored coins and win a prize (either a tattoo, balloon, coloring sheet, etc.)

Open Amazon for Friends

It was discussed by Elaine Byrd that in the past, Chris Jircik would order off his personal Amazon account for the Friends using the Friends credit card and have items shipped to the appropriate branch or to Admin at the Tech Building. Since Chris is stepping down as Treasurer, it would be beneficial to have an Amazon account opened under the Friends 501(c)(3) account status and name. Jennifer Sheffield agreed to set it up. Jean Forrest made a motion for Jennifer Sheffield to set up the Amazon account, and Laura Wilkins seconded. Motion carried.

Bookstands for Bookstore

Kim Hart is asking for bookstands from Amazon for the bookstore at the Mont Belvieu Library and the Winnie Library. For a 24-pack of large bookstands and 24 pack of small bookstands, the total would be \$59.98. Jean Forrest made a motion for the Friends to buy the bookstands for the bookstore, and Kaitlin Peyton seconded. Motion carried.

Bookstore Price Changes - Elaine/Kim

Elaine Bryd and Kim Hart would like to double prices on books, not DVDs, beginning effective March 1st. A motion was made by Elaine Byrd, and Carolyn Caldwell seconded. Motion carried. New signage will be placed in both libraries reflecting the new changes in pricing and the effective start dates.

10th Anniversary Bookstore

More information will be coming out about that soon

10th Anniversary Mont Belvieu Goss Library

More information will be coming out about that soon

Dates for Quarterly Meetings

April 20 - Anahuac (608 Washington Avenue) - 5:30 PM - Please note time change

July 20 - Mont Belvieu (1 John Hall) - 5:30 PM - Please note time change

October 19 - Winnie (108 Fear Road) - 5:30 PM - Please note time change

Membership Challenge - Elaine

The membership challenge Elaine Byrd has for everyone is to get 2 friends to become members therefore the Friends can continue to grow and support the library for years to come.

Summer Reading Funds

The theme for the Summer Reading Program for 2026 will be "*Unearth A Story*" and the Friends of the Library group has agreed to donate to **each** library \$400 for the Summer Reading program, for a total of \$1,200 and \$400 to Admin (Molly and Mandy) to help with whatever may be needed for Summer Reading, for a total of \$1,600.

Wishlists

All three libraries presented wishlists for the Friends group to review to possibly purchase. The Mont Belvieu library wishlist is approximately \$680; the Anahuac library wishlist is approximately \$279; the Winnie library is approximately \$192. It is agreed amongst the Friends board that there is extra money in the Pig bank/general fund to purchase the wishlist needs. A motion was made by Jean Forrest, and Carolyn Caldwell seconded. Motion carried.

Petty Cash

A motion was made by Jean Forrest to give each library a \$100 Visa gift card for petty cash that should last them until the next meeting in April. Kaitlin Peyton seconded. Motion carried. Once Jennifer Sheffield changes the bank account information to her name, she will purchase the gift cards and deliver them.

A motion was made by Chris Jircik to adjourn the meeting at 12:57 PM, and Jennifer Sheffield seconded. Meeting closed.