

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEE MEETING
October 21, 2019
Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
Regular Meeting at 6:30 pm

Members Present: Roy "Corky" Baird; Robert Christensen; Rachel Moore, Larry Vickers; Christina Watson

Also Present: Steve Clegg

I. Call to order:

Robert called regular meeting of BLD's Board of Trustees to order at 6:34 pm.

II. Public Comment:

First on the agenda was a call for Public Comment. Carol Hafer was in the meeting audience, but had no comment.

III. Approval of Meeting Minutes:

After pausing to look over the minutes, Christina made motion to accept September 23rd meeting minutes as is. Larry Vickers seconded the motion and motion carried.

IV. Reports:

- A. Report from Library Director began with Steve notifying trustees that two more patrons have fallen in the bicycle rack area at front of the library, where the curb is unusually high. The yellow bike rack in front of the library was hit by a car. Steve also explained that the library needs an additional handicap parking space with the adjacent space marked off with lines and the words "No Parking."

There has also been a problem with one of the library's AC units but fortunately the weather has turned cooler.

Robert asked for any comments regarding the director report. There were no further comments.

- B. Investment Officer Report for September 2019 was given by Corky, who began by calling attention to a couple of items. Expenses per month have averaged \$108K. From the state monies has averaged \$107K, so BLD is looking good and has expansion and approved reserve monies.

C. September Treasurer Report was read by Robert.

Sales Tax	123,843.61
Grants/Donations/Gifts	00
Fines, Fees, and Misc. Revenue	1,132.41
Library Sales	1,186.14
Interest from Bank Accounts	45.72
Interest from TexPool	<u>2,122.80</u>
Total Income	128,330.68
Total Expenses	<u>(120,331.21)</u>
Net Income	7,999.47
Bank Adj'd Balance + TexPool	1,499,612.40
Bank Unreported Transactions	60,638.40

(Shaded row in above table is not part of September report).

Robert asked if there were any questions or comments. There were none. Meeting proceeded.

V. **Old Business:** There was none.

VI. **New Business:**

A. Consider proposal to replace staff computer workstations.

Steve opened discussion with the fact that library patron (adult and children's) computers and both network servers have been replaced. Regarding replacing staff computers, a quote has been requested and received from CDW, a cooperative purchasing board. Steve is proposing purchase of 13 PCs at roughly \$1,100 apiece. This equipment is expected to be more than adequate for five or more years. Discussion followed. Larry asked what would be done with the old PCs. Steve said that surplus PCs would first be offered to Friends of the Library to sell. One or two of the PCs will be used as backup for OPAC (Online Public Access Catalog).

Christina made motion that we accept this proposal and Rachel seconded. Motion carried.

B. Report on Children's Discovery Zone progress.

Steve and the trustees were excited to begin discussing at least 12 landscape architects and companies who have responded. Also, library employee Kate Price-Ward created a template drawing which includes parking. Steve explains to all interested parties that 1) they should meet with library staff 2) walk the property and 3) then come talk with the board. Steve gave a November 4, 2019 cut-off for proposals.

C. Report on FY 2019 technology projects and status.

In his oral report, Steve discussed purchasing Chromebooks for the library. This has been a topic of discussion a number of times and is now going to happen.

FE Technologies came out to run software patches and will be here again Friday, this week to install the currency collector portion of self-checkout station. Steve feels that BLD still has vulnerabilities because three BLD projects were stalled (by FW Library) at BLD.

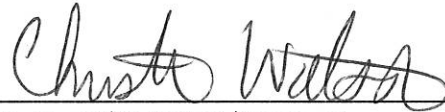
Lynda, a computer skills Windows training tutorial platform
Communico, platform for library mobile app
RFID which was to upgrade the library's automation systems

Because of their contractual relationship, Steve is revisiting the agreement with FW Library. FW Library reserves for itself veto authority over any projects intersecting with the Polaris Integrated Library System. Steve expects to present a resolution of these issues by March/April 2020. Robert asked about the condition of other MetroPac libraries' relationship with FW Library. Discussion followed.

VII. Adjournment.

Robert asked if there was any further New Business or Public Comment or questions. The board was thanked for their hard work.

There being no further comments, Corky moved that the meeting be adjourned and Christina seconded the motion. All agreed.



Reviewed/Corrected/Approved
Christina Watson, Board Secretary