

AGENDA
BOARD OF TRUSTEES
BENBROOK PUBLIC LIBRARY DISTRICT
1065 Mercedes, Benbrook, Texas

Open to the Public

February 22, 2021

Regular ZOOM Meeting: 6:30 P.M.

ALL AGENDA ITEMS ARE SUBJECT TO FINAL ACTION

I. Call to Order

II. Public Comment

Public comment is welcome at the beginning of open meetings and at the time the pertinent agenda item is presented. The library board president may impose a time limit for each speaker.

III. Approval of Meeting Minutes

Regular and Executive Session – January 18, 2021

IV. Reports

- A. Report by Library Director of notable activities for the District during January 2021, including meetings attended, District business conducted, financial transactions, programs presented, and progress in the application of technology to library services.
- B. Investment Officer, Board of Trustees, Report of Status of the District's Investments & TexPool statements as of January 31, 2021.
- C. Treasurer, Board of Trustees, Report of financial status of the District as of January 31, 2021 including income, expenditures, and accounting reports.

V. Old Business

- A. Other old business

VI. New Business

- A. Consider animals in the library policy
- B. Consider library policy updates
- C. Executive Session to discuss real property issues (per Texas Government Code, Section 551.072)
- D. Other new business

VII. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D & E, or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

MINUTES

BENBROOK LIBRARY DISTRICT

BOARD OF TRUSTEES

February 22, 2021

Benbrook Public Library District

1065 Mercedes Street

Benbrook, Texas 76126

This meeting was held virtually, via videoconference hosted on ZOOM.

Regular Meeting at 6:30 pm

Members Present: Roy "Corky" Baird; Carol Hafer; David McClellan; Rachel Moore

Also Present: Steve Clegg; Erica Richardson; Jerry Bolz; Slater Howe; Gary Futoma

I. Call to order:

Carol called this regular board meeting to order at 6:33 pm.

II. Public Comment:

- A. Gary Futoma attended that was from public and just mentioned he saw the notice of the board meeting and wanted to see how it goes, who is involved with the board, and what gets discussed. Both him and his wife really enjoy the library and make best use of it.

III. Approval of Meeting Minutes:

- A. All except Corky confirmed they received the minutes from the last meeting. Rachel made a motion to approve the board minutes from the January 18, 2021 regular and executive session meetings. Corky seconded the motion and the ayes confirmed minutes approval.

IV. Reports:

A. Library Director Report:

Steve sent library report out a week early and has no changes to report. Steve brought to everyone's attention the planned celebration for Miranda, tablet stations were postponed a week due to the weather closure, and the talk boxes are assembled and functioning. Steve paused for questions.

Carol asked if anyone has been by to see the talk boxes. She also commented that they look great and expect them to be used well.

Carol asked about the Lego robotics team. Erica mentioned they have not yet had the competition but there are 4 or 5 regular attendees every Friday. It has been going well.

Carol asked if the spotlight document will be posted for everyone to see. She mentioned that she likes that a lot and is a good thing to let everyone know everything that is going on.

A. Investment Officer Report:

Corky gave the report a final check but it failed. He will find the report or rebuild the report the next morning. He will email to Steve and Steve will email out to everyone.

B. Steve screen shared the treasurer's report and Rachel went over the report.

Sales Tax	125,255.56
Grants	0.00
Fines, Fees, Royalties	1,476.72
Library Sales	268.26
Donations/Gifts	0.00
Interest from Bank Accounts	55.02
Interest from TexPool	81.24
Total Income	127,136.80
Total Expenses	(110,134.98)
Net Income	17,001.82
Balance Brought Forward for Month	536,357.06
Bank Adj'd Balance + TexPool	1,748,379.51
Bank Unreported Transactions	(28,728.46)

Carol said the report sounds good and we are doing great.

Rachel mentioned that Westpark Elementary was flooded due to the winter weather and the teachers and students are going virtual indefinitely. She would like someone to reach out to the teachers to remind them they can print posters and things since they cannot go to the campus. Steve confirmed that he can reach out and they have a planned meeting on the 24th with the site-based decision-making team.

V. **Old Business:**

- A. No other old business.

VI. **New Business:**

- A. Consider animals in the library policy.

Steve mentioned that the library is not quite as busy with patrons coming in, but more people have been bringing in pets. He does not want word to get out that people think it's ok to bring in pets and more pets be brought in. There are potential problems that can happen when people bring their pets in. He showed some signs he had made up that he would like to post. The policy would accompany it to better explain why. Carol mentioned that she just got the policy today and was not sure everyone got it. Steve and Carol decided to table the policy until the next meeting since some board members have not seen the policy.

- B. Consider library policy updates.

Steve and Carol decided to table consideration of this business until the next meeting since not everyone has received copies of the policies and reviewed them.

- C. The meeting moved to Executive Session (separate minutes) to discuss real property issues (per Texas Government Code, Section 551.072) at 6:49 pm.

After Executive Session discussions the meeting moved back to regular session at 7:36 pm.

VII. **Adjournment:**

Corky moved that the meeting adjourns, and Rachel seconded. Motion carried.

Larry Vickers 2/25/2021
Reviewed/Corrected/Approved
Larry Vickers, Board Secretary



February 2021 Snapshot

Visitors



Door Count
3,095



Phone Calls
1,462

Volunteers



No Hours
:(

Circulation



Total Checkouts **4,960**

Library Card Holders **10,518**

New Library Cards **54**

Technology

Computer **397**

Wifi **1,322**

Makerspace

Laser 36 Cricut 4

3D Prints **26**

Poster Printer **52**

Social Media



Facebook Likes **2,428**

Twitter **193**

Instagram **303**

TikTok **65**



Posts **44**

Tweets 2

Posts **30**

Videos 5

ILL



Received **206**

Shipped **213**

Patrons **81**

Digital Library Resources



1,444



473



0



0



0



1,021



8



23



12

CuriosityStream **42**

Programs

Adult

Programs **8**

Virtual Attendance **54**

Youth

Programs **14**

Views **129**

Makerspace

Programs **5**

Engaged **11**

Robotics **4**