

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

June 12, 2020

Regular ZOOM Meeting: 4:00 P.M.

**Open to the Public**

***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**

May 29, 2020

**IV. Reports**

- A. Report by Library Director of notable activities for the District during May 2020, 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 May 31, 2020.
- C. Treasurer, Board of Trustees, Report of financial status of the District as of May 31, 2020 including income, expenditures, and accounting reports.

**V. Old Business**

- A. Consider ILS vendor reassignment from MetrOPAC-based Polaris to Bywaters Inc.-managed Koha open source
- B. Other old business

**VI. New Business**

- A. Consider reopening phase 4, effective June 15, 2020
- B. 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 TRUSTEE

June 12, 2020

Benbrook Public Library

1065 Mercedes Street

Benbrook, Texas 76126

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

Regular Meeting at 4:00 pm

Members Present: Roy "Corky" Baird; Carol Hafer; Anita Mitchell; Larry Vickers;

Also Present: Miranda Bauer; Steve Clegg; Cullen Dansby

I. **Call to order:** Carol called the board meeting to order at 4:09 pm.

Carol then quoted from the Governor's announcement as follows: By permission of the governor in response to the Covid-19 crisis Benbrook Library Board of Trustees is meeting via teleconference and has provided means for the public to participate and address the board via teleconference.

II. **Public Comment:** Carol ask for public comment. There being no public representative present, there were no comments.

III. **Meeting Minutes:**

After everyone's review, Corky made motion to accept May 29<sup>th</sup> minutes as presented. Larry seconded this motion and it carried.

IV. **Reports:**

A. Library Director. Steve explained that there is no library report.

B. Investment Officer: Corky reported that bank accounts have increased by \$35K overall. Corky also introduced a new report which calculates annual interest percentage rate at TexPool. Presently the rate is .27%, which Corky will check into.

The June tax allocation from state is \$131K. Carol said she is anxious to see what the next month will be.

C. Treasurer's Report:

An updated treasury report for March was included in the packets for trustees.

In Rachel's absence there was no presentation of a May Treasurer's Report.

## V. Old Business:

- A. Consider ILS reassignment from MetrOPAC based Polaris to Bywaters Inc. managed Koha open source.

At this point Carol invited Cullen, Adult Services Librarian, and Miranda, Youth Services Librarian to voice their thoughts and concerns about dissolving BLD's relationship with FWL. Cullen is hesitant about leaving the MetrOPAC. It would be rash to do this without sitting down with all parties, he explained. Not to say that it may not happen in the future, but it is a little premature at this time.

Miranda agrees and isn't comfortable doing this at this time and thinks we should meet with patrons about it. Anita Mitchell also voiced some hesitation. Miranda explained that BLD has had a 19-year relationship and the problems do not outweigh the benefits of being part of MetroPac.

Cullen reiterated that the impact and loss of convenience to patrons is big. There are FW patrons who consider Benbrook Library their home library. People are going to let us hear their feelings about it. At this time Anita voiced that patrons will have to purchase cards from other libraries.

Miranda offered that theoretically patrons could use TexShare cards to utilize a FW library. Anita said she has reservations about using TexShare and BLD being responsible for those items not returned or returned damaged. Miranda explained that presently we can see when someone using a FW card has an owed balance of \$300-\$400 for example, knowing that they may have a habit of doing this.

Carol asked if Steve could go over the report on MetrOPAC activities. SC then reported percentages as noted in a report titled MetrOPAC Activity. Carol said that if we don't borrow primarily from FW any longer, we also can borrow from Amigos Courier-connected libraries and receive the item within 72 hours, which is a reasonable amount of time. Carol knows other libraries who have a difficult time, but the ability to get the books is the priority.

Anita stated that BLD will be confronted with a "pot load" of books from libraries we no longer have a relationship with. How committed will they be to get our items back to us? Steve answered that we have the same commitment to our borrowers whether it's MetrOPAC or across the state.

Carol explained that when she read the Amigos website and then looked at TexShare, the difference will be only in where the book is borrowed from -- Sanger vs. Burleson, for example. But it will be the same book. It seems like we will have access to more books.

Steve said the courier service will be increased to five days a week, instead of two. How do we deal with that internally?

Miranda mentioned that ILLs are not renewed as easily as MetrOPAC items are.

To this Steve responded that we have to let patrons know this through scripting, brochures, and other marketing materials.

Carol asked who are the other dissatisfied libraries involved in this? To this Anita responded, but have they sat down and talked about this with FWL and expressed their concerns. Carol said she

doesn't see the relationship between FWL and BLD getting better. Steve doesn't see the situation improving. However, we haven't discussed the impact of this to BLD's staff.

At this point, there was further discussion regarding the MetrOPAC Activity report which was included in the trustee's packets. The activity report revealed that more Fort Worth residents choose to come to Benbrook Library than Benbrook patrons choose to visit another library. Anita asked how BLD will handle residents going elsewhere. Steve explained that BLD doesn't charge non-resident fees now but if FWL were to charge Benbrook residents \$50 for a library card then we would do likewise.

Anita pointed out that we have two board members present who haven't voiced an opinion. Corky responded that he doesn't have comment ..... he's happy. Larry replied that change is hard and uncomfortable. Although he would be curious to know how patrons would feel about this, he respects Steve's judgment. Larry also said that if this doesn't work BLD will adapt and change.

Carol stated that Benbrook Library has been the forerunner in so many projects and other libraries have followed suit. Carol doesn't have a problem with Benbrook Library being the leader in this, because we understand other libraries may feel similar discontent. Unfortunately, they don't have the ability to react as quickly as we can. I totally believe this ILL situation can be managed, Carol said. The program can be manipulated easily. One thing we do not know is whether TexShare is offering new cards yet. Steve explained that the courier is starting back June 15<sup>th</sup> so he is sure that the cards will follow soon.

Steve further explained the budget impact for this fiscal year will be \$42K. One person from regular full-time to a salaried position and one regular part time person becoming full-time for the remainder of this year. Other items which must be considered are data extraction, staff training, and data implementation. The data extraction could cost \$6,400, Steve said. Corky asked if we have any input from patrons. Steve offered that it boils down to: Do we want to continue and operate as a branch of FW or do we want to be independent? This could be stated in a newsletter to patrons. Steve stated that he will accept ownership of this plan.

Carol mentioned that we won't see a big change till – when? Steve said it will be October 1, 2020. Implementation will take 4-6 months. Carol asked, "If I need a book in September what will I do?" Steve explained that holds will have to be suspended for a period. How ILLs will happen could require that the program prompt an ILL request to make it easy for patrons when they search for a specific book. We still don't know how this is going to work. Steve suggested that he pursue the reassignment up to the point of a contract and then the board meet about the contract and the nuts and bolts of the process. Larry asked if the contract will be a one- or two-year commitment. Steve explained that it's a two-year contract ending September 30, 2022, as we line-up all contracts to renew at beginning of fiscal year, but should be considered a long-term measure. Larry asked about the MetrOPAC agreement with FWL and Steve explained that it would be expiring November 30 of 2021.

Anita clarified that she is still concerned about leaving the MetrOPAC now. If we weren't in such a hurry, it would be great to survey the patrons, Anita said. Corky asked if a decision must be made this afternoon. Steve was hoping to and explained that a decision might be postponed another week, but we will be close to missing the window of opportunity to complete the migration to a new service by October 1st. The prime concern is extracting BLD's data. Anita asked if anyone knows whether Rachel will be available for the next board meeting. At this point, Steve

mentioned that BLD will meet its revenue budget for 2019/2020 fiscal year. Anita stated that if we have a motion she will have to abstain, as she feels an obligation to our patrons. She is excited by the possibilities but also hesitant to decide. Larry said he is ready to vote and would like to help Steve with the timeline. Larry made motion that BLD proceed with the reassignment plan as Steve has presented. Corky seconded the motion and there were 3 ayes and 1 abstention. Motion carried.

Carol explained that BLD has a big responsibility ahead and FWL will not be holding any hands. Although this is the hardest decision the board has made, it was inevitable, and Carol appreciates the thoughtful attention to all that was presented. Carol also said that Cullen and Miranda are the ones who talk with patrons, so please let them know that your board is behind you and will help with whatever we can.

Corky asked if the contract period is negotiable. Steve said that all contracts are negotiable, and the two-year period is standard. We should think of this as a long term situation.

#### **VI. New Business:**

- A. Carol introduced the next item for discussion. Reopening plans don't really change for the library, but other services will be available by appointment. Steve mentioned that BLD is well within the governor's guidelines. Carol said that since Covid-19 isn't slowing down there's no reason for the library to open any further. Anita said that the newspaper reported 225 new virus cases. Corky mentioned that we should ere on the side of caution. Anita made motion that BLD continue reopening Phase 4 with the offering of special services by appointment. Larry seconded the motion and it carried.

At this point Carol mentioned a quote from Jacob Nadol, Director for Preservation at the Library of Congress.

*It's difficult to reconcile the public health requirements of this pandemic with our mission as a library. It's heartbreaking to see and step back at exactly the time we want to step up.*

Carol thanked everyone and mentioned that BLD's relationship with FWL has been good in the past but it's time for us to stand on our own.

#### **VII. Adjournment:**

Anita made motion to adjourn and Corky seconded the motion. Motion carried.

Larry Vickers  
Reviewed/Corrected/Approved  
Larry Vickers, Board Secretary