



# BENBROOK PUBLIC LIBRARY

*Friends of the Library Board Meeting*

## Meeting Details

<b>Date &amp; Time</b>	February 27, 2025, 12:00 pm
<b>Venue:</b>	Benbrook Library Meeting Room
<b>Attendees:</b>	Richard Reese, Karla Reese, Bridgett Adrian, Claudette Huddleston, Debby Matthews, Russell Kegley, Steve Cobb, Dan Kievlan, Nancy Gustaferson, Erica Richardson

## Agenda Details

Call to Order
Minutes Approval(s): January 23, 2025
Reports A. Financials
Financial Business A. Main Event Fundraiser Launch B. Library Giving Day Updates C. Chamber of Commerce Membership Invoice (\$135) D. Philanthropy Conference for Bridgett (\$300) E. Check Replacement for Chamber Ad F. McKinney Public Library Foundation Scholarships Open Floor for Financial Business
Other Business A. Carter BloodCare- March 2025 Blood Drive B. Storage Unit & Book Store Ideas Open Floor for Other Business
Adjournment

## Meeting Minutes

**I. Call to Order:** Russell Kegley opened the meeting at 12:00 PM.

**II. Minutes Approval:** Minutes of the January meeting were approved by

acclamation.

**III. Reports:** A. Financials – 2024 Tax Return has been filed. Book store renewal coming up. There was no discount. 270/ month. Paid up through March 2025. See 2025 Report of Income and Expense provided by treasurer.

**IV. Financial Business:** A. Main Event Fundraiser goes live Saturday, March 1<sup>st</sup> through April 5<sup>th</sup>. Bridgett distributed flyers with QR code to Friends attending. She added that this supports Benbrook library. The offer is good for arcade games only.

B. Library Giving Day April 2025: April 1<sup>st</sup> is Library Giving Day. HEB donated 25,000 dollars for signage. There will be a commercial regarding Library Giving Day on NBC 5.

**Library Director Update:** Erica asked to jump into the agenda as she was pressed for time. She shared that all staff have undergone a 6-month evaluation. Job descriptions have been drawn up. She discussed the strategic plan and a one year amendment is proposed to wait until next year for plans for the library in the next 5-10 years. She requested input for the FOL. She also stated that the library has decided to erect a 20x20 foot storage facility, cement based, to be located in the backyard of the library property. The library break room is undergoing renovation to allow 6-8 staff to utilize at one time. There will be a staff meeting on May 30<sup>th</sup> and all FOL were invited to attend. Lastly, Erica shared that the Texas Library Association Meeting will be held at the Dallas Convention Center this year. It is a four-day event, April 1- April 4. She invited the FOL if interested. She will be sending fifteen staff members for professional development training.

C. The Chamber of Commerce Membership was paid. \$135

D. Members voted to use \$300.00 to send Bridgett to the Philanthropy Conference being held June 5-6, 2025, in Dallas. This would be a reimbursement to the library.

E. Check replacement for Chamber Ad due to correction of an error as to who the check was made out to.

F. Discussion about initiating a Benbrook Library high school scholarship funded by the FOL. Example provided. Friends decided to table decision until Summer.

**Other Financial Business:** It was confirmed that U-Haul will donate a truck to nonprofit organizations. FOL would be responsible for gas costs. A letter is required to request this and Russell volunteered to complete this task.

**V. Other Business:** A. Bridgett provided fliers for Friends to post.

B: Russell provided diagrams/pictures and information regarding proposed dolly to be

built to move book sale shelves. The cost will be \$50 each, requesting four dollies which would be \$200 cost to FOL. Voted on and approved after discussion.

**Open\_Floor Discussion:** Discussion regarding how the bookstore at the Antique Mall is run and organized (refer to email provided to all members). Tammy and Claudette are currently overseeing this operation. Russell made a proposal to expand new arrival sections. Claudette offered that she is already bundling books and having better sales in response. Russell stated that Claudette is free to go into the storage unit to retrieve books to be sold as needed.

**VI: Adjournment:** 1:18 pm