

BLD Board Meeting

Benbrook Library District

Monday, March 31, 2025 at 5:30 PM CDT to Monday, March 31, 2025 at 7:00 PM CDT

1065 Mercedes Street

Agenda

I. Call to Order

II. Public Comment

Texas Government Code Section 551.007 mandates that a governmental body allows a citizen to speak only regarding items on an agenda. Citizen comments are limited to 2 minutes.

III. Approval of Meeting Minutes

A. Regular Board Meeting on February 24, 2025

IV. Reports

A. Library Report of notable activities for the District including meetings attended, District business conducted, and programs presented.

Presenters: Miranda Bauer, Erica Richardson

B. Treasurer Report of financial status of the District including income and expenditures.

C. Investment Report on status of the District's investments and TexPool statements.

V. New Business

A. Consider Library Hours Change, 9 AM to 7 PM

B. Texas Special District Coalition update

C. Legislative update regarding libraries

D. Mission Square Retirement update

E. Consider Storage Shed and Concrete Pad

F. Consider Front Exterior, Front Interior, and Back doors

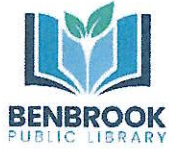
G. Executive Session pertaining to personnel matters: Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.074

H. Executive Session pertaining to real property issues: Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.072

I. Executive Session pertaining to legal issues: Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.071

VI. Adjournment

If 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 session 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
BOARD OF TRUSTEES
BENBROOK LIBRARY DISTRICT
1065 Mercedes Street Benbrook, Texas

March 31, 2025

Open to the Public

Regular Meeting: 5:30 P.M.

Board of Trustees Members Present: Carol Hafer; Tammi Cauthen; Larry Vickers; Denise Smith; Christina Watson
Also Present: Erica Richardson, Executive Director
Others Present: Jonathan Roach; Kristen Cathey

- I. **Call to Order** - Carol called this regular board meeting to order at 5:34 p.m.
- II. **Public Comment** - Texas Government Code Section 551.007 mandates that a governmental body allows a citizen to speak only in regard to items on an agenda. Citizen comments are limited to 2 minutes.
- III. **Approval of Meeting Minutes** - Regular Meeting on Monday, February 24th, 2025
Tammi motioned to approve the meeting minutes from February 24th, 2025. Denise seconded the motion. All ayes confirmed motion approval.
- IV. **Reports**
 - A. Library Report by Library Director of notable activities for the District during February 2025 including meetings attended, District business conducted, and programs presented.
Erica presented the library reports for February 2025.

February 2025 Library Report

Library Visitors	6,792
Total Items checked out	10,935
Library Card Holders	14,581, New 113
Technology	Computer 479, Wi-Fi Sessions 624
Study Rooms	Conference Room 77, Booths 90
Volunteer Hours	87.5
ILL	Received 59, Shipped 49, Patrons 12
Digital Library Resources	4,615
Maker Space Visitors	Laser 56, 3D prints 27
Total Programs	Adult 21, Youth 48
Program Attendance	Adult 344, Youth 1,528, Code Club 21
Social Media Followers	Facebook 4,713, Instagram 933
Social Media Posts	Facebook 86, Instagram 45

- B. Treasurer Report of financial status of the District as of February 28, 2025, including income and expenditures. Carol read the February 2025 Treasurer's Report.

February 2025	
Sales Tax	235,072.12
Grants	0.00
Fines, Fees, Royalties	849.07
Library Sales	613.15
Donations/Gifts	0.00
Interest from Bank Accounts	1,205.02
Interest from TexPool	4,594.63
Capital Campaign Contributions	0.00
Total Income	242,333.99
Total Expenses	(194,455.69)
Net Income	47,878.69
Balance Brought Forward for Month	493,407.42
Bank Adj'd Balance + TexPool	1,845,139.24
Bank Unreported Transactions	(29,863.17)

Carol motioned to approve the Treasurer's Report for February 2025. Tammi seconded the motion. All ayes confirmed motion approval.

- C. Investment Report on status of the District's Investments and TexPool statement as of February 28, 2025. Larry read the February 2025 Investment Report.

Carol motioned to approve the Investment Report for February 2025. Denise seconded the motion. All ayes confirmed motion approval.

V. **New Business**

- A. Consider Library Hours Change, 9 AM to 7 PM – Tammi motioned to approve the library hours change to 9:00 a.m. – 7:00 p.m. Monday through Thursday. Denise seconded the motion. All ayes confirm motion approval.
- B. Texas Special District Coalition Update – Erica presented the board with an update on the Texas Special District Coalition.
- C. Legislative update regarding libraries – Erica presented the board with the Legislative updates regarding libraries.
- D. Executive Session pertaining to personnel matters *Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.074*
Carol called to move into executive session at 6:11 p.m.
Carol called to move out of executive session at 6:15 p.m.
- E. Executive Session pertaining to real property issues *Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.072*
Carol called to move into executive session at 6:16 p.m.
Carol called to move out of executive session at 6:21 p.m.

F. Executive Session pertaining to legal issues *Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.071*

Carol called to move into executive session at 6:22 p.m.

Carol called to move out of executive session at 6:31 p.m.

G. Mission Square Retirement update – Erica presented the board with an update on Mission Square Retirement.

H. Consider Storage Shed and Concrete Pad – Tammi motioned to approve a storage shed and concrete pad up to \$17,000.00. Denise seconded the motion. All ayes confirm motion approval.

I. Consider Front Exterior, Front Interior, and Back door – Tammi motioned to approve the Front Exterior and Front Interior doors up to \$32,000.00. The back door replacement has been tabled for a later date. Larry seconded the motion. All ayes confirm motion approval.

VI. **Adjournment**

Carol moved to adjourn this regular board meeting. Tammi seconded the motion, and the ayes confirmed motion approval. This regular board meeting adjourned at 6:55 p.m.



Reviewed/Corrected/Approved
Denise Smith, Board Secretary