



BLD Board Meeting

Benbrook Library District

Monday, November 17, 2025 at 5:30 PM CST to Monday, November 17, 2025 at

7:00 PM CST

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 October 27, 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. Oath of Office for Board of Trustees Carol Hafer, Denise Smith, and Tammi Cauthen

B. Officer Elections

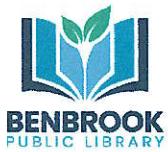
C. Consider moving Pinnacle Money Market funds to Texpool

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

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

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

November 17, 2025

Open to the Public

Regular Meeting: 5:30 P.M.

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

- I. **Call to Order** - Christina called this regular board meeting to order at 5:31 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, October 27, 2025
Larry motioned to approve the meeting minutes from October 27, 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 October 2025 including meetings attended, District business conducted, and programs presented.
Erica presented the library reports for October 2025.

October 2025 Library Report

Library Visitors	9,669
Total Items checked out	14,643
Library Card Holders	16,087, New 156
Technology	Computer 453, Wi-Fi Sessions 743
Study Rooms	Conference Room 86, Booths 91
Volunteer Hours	164.75
ILL	Received 38, Shipped 15, Patrons 16
Digital Library Resources	7,165
Maker Space Visitors	Laser Engraver 52, 3D prints 5, Poster Printer 146, Cricut 14, Laminator 5, Sublimation 11, Embroidery 1, Heat Press 25, Button Maker 0, 3D Scanner 3
Total Programs	Adult 19, Youth 45
Program Attendance	Adult 317, Youth 1,450
Social Media Followers	Facebook 5,164, Instagram 1,075
Social Media Posts	Facebook 112, Instagram 44

B. Treasurer Report of financial status of the District as of October 31, 2025, including income and expenditures. Christina read the October 2025 Treasurer's Report.

October 2025	
Sales Tax	169,119.23
Grants	0.00
Fines, Fees, Royalties	22,135.33
Library Sales	643.22
Donations/Gifts	15,812.33
Interest from Bank Accounts	1,394.07
Interest from TexPool	4,934.11
Capital Campaign Contributions	0.00
Total Income	214,038.29
Total Expenses	(288,424.73)
Net Income	(74,386.44)
Balance Brought Forward for Month	515,051.05.
Bank Balance + TexPool	1,755,162.99
Uncleared + New Transactions	(109,826.45)

Christina motioned to approve the Treasurer's Report for October 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 October 31, 2025. Larry read the October 2025 Investment Report.

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

V. New Business

A. Oath of Office – The Oath of Office was administered to Board Trustees: Denise Smith, Tammi Cauthen, and Carol Hafer.

B. Officer Elections –
 Larry nominated Carol Hafer as Board President. Christina seconded the motion, and the ayes confirmed approval of Carol Hafer serving as Board President.
 Carol nominated Christina Watson as Board Treasurer. Denise seconded the motion, and the ayes confirmed approval of Christina Watson serving as Board Treasurer.
 Christina nominated Larry Vickers as Board Investment Officer. Tammi seconded the motion, and the ayes confirmed approval of Larry Vickers serving as Board Investment Officer.
 Christina nominated Denise Smith as Board Secretary. Larry seconded the motion, and the ayes confirmed approval of Denise Smith serving as Board Secretary.
 Tammi Cauthen will continue as Trustee.

C. Consider moving Pinnacle Money Market funds to Texpool – Christina motioned to consider moving Pinnacle Money Market Funds to Texpool. Denise seconded the motion. The motion passed with 4 in favor and 1 abstention.

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 6:01 p.m.

Carol called to move out of executive session at 6:09 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 6:09 p.m.

Carol called to move out of executive session at 6:16 p.m.

VI. Adjournment

Tammi moved to adjourn this regular board meeting. Christina seconded the motion, and the ayes confirmed motion approval. This regular board meeting adjourned at 6:17 p.m.



Reviewed/Corrected/Approved
Denise Smith, Board Secretary