

## **BLD January Board Meeting**

Benbrook Library District

Monday, February 2, 2026 at 5:30 PM CST to Monday, February 2, 2026 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 December 15, 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's Report for November 2025 and December 2025 with update from Library Operations Director.**

##### **C. Investment Report on status of the District's investments and TexPool statements for December 2025.**

#### **V. New Business**

##### **A. Consider approving MOU with MetroShare**

##### **B. Consider approving audit for FY25**

##### **C. Consider approving contract with e-rate vendor**

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

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

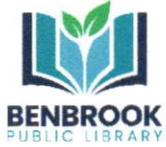
##### **F. Consider authorizing the coordination as discussed in executive session**

##### **G. Update on partnership with Fort Worth Community Collaborative**

##### **H. Consider the donation of former bathroom stalls**

#### **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

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**February 2, 2026**

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, Miranda Bauer, Assistant Executive Director  
Others Present: Kristen Cathey, Johnathan Roach - Roach and Associates

- I. **Call to Order** - Carol called this regular board meeting to order at 5:33 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, December 15, 2025  
Christina motioned to approve the meeting minutes from December 15, 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 December 2025 including meetings attended, District business conducted, and programs presented.  
Miranda and Erica presented the library reports for December.

December 2025 Library Report

Library Visitors	7,572
Total Items checked out	12,123
Library Card Holders	16340, New 132
Technology	Computer 334, Wi-Fi Sessions 105
Study Rooms	Conference Room 54, Booths 82
Volunteer Hours	46
ILL	Received 1, Shipped 6, Patrons 7
Digital Library Resources	7,139
Maker Space Visitors	Laser Engraver 83, 3D prints 33, Poster Printer 32, Cricut 10, Laminator 5, Sublimation 5, Embroidery 25, Heat Press 18, Button Maker 1, 3D Scanner 0
Total Programs	Adult 16, Youth 52
Program Attendance	Adult 143, Youth 1,704
Social Media Followers	Facebook 5,262, Instagram 1,091
Social Media Posts	Facebook 88, Instagram 43

- B. Treasurer Report of financial status of the District as of November 30, 2025, and December 31, 2025, including income and expenditures.

Christina read the November 2025 and December 2025 Treasurer's Reports.

November 2025	
Sales Tax	131,818.42
Grants	5,000.00
Fines, Fees, Royalties	24,041.98
Library Sales	414.26
Donations/Gifts	1,721.97
Interest from Bank Accounts	873.35
Interest from TexPool	4,938.29
Capital Campaign Contributions	10.00
Total Income	168,818.27
Total Expenses	(235,475.75)
Net Income	(66,657.48)
Balance Brought Forward for Month	526,959.11
Bank Balance + TexPool	1,760,327.14
Uncleared + New Transactions	(30,659.82)
December 2025	
Sales Tax	194,936.19
Grants	48,000.00
Fines, Fees, Royalties	1,235.19
Library Sales	761.58
Donations/Gifts	6,331.82
Interest from Bank Accounts	158.43
Interest from TexPool	5,725.31
Capital Campaign Contributions	0.00
Total Income	257,148.52
Total Expenses	(204,201.10)
Net Income	52,947.42
Balance Brought Forward for Month	45,518.34
Bank Balance + TexPool	1,758,393.84
Uncleared + New Transactions	(72,207.36)

Tammi motioned to approve the Treasurer's Reports for November and December 2025. Larry seconded the motion. All ayes confirmed motion approval.

- C. Investment Report on status of the District's Investments and TexPool statement as of December 31, 2025. Larry read the December 2025 Investment Report.

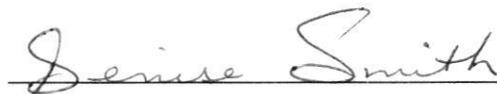
Christina motioned to approve the Investment Report for December 2025. Denise seconded the motion. All ayes confirmed motion approval.

V. **New Business**

- A. 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 5:52 p.m.  
Carol called to move out of executive session at 6:15 p.m.
- B. 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 6:15 p.m.  
Carol called to move out of executive session at 6:41 p.m.
- C. Consider approving MOU with MetroShare – Christina motioned to consider approving MOU with MetroShare. Denise seconded the motion. All ayes confirmed motion approval.
- D. Consider approving audit for FY25 – Christina motioned to consider approving audit for FY25. Tammi seconded the motion. All ayes confirmed motion approval.
- E. Consider approving contract with e-rate vendor – Christina motioned to consider approving contract with e-rate vendor. Larry seconded the motion. All ayes confirmed motion approval.
- F. Consider authorizing the coordination as discussed in executive session – No action taken
- G. Update on partnership with Fort Worth Community Collaborative – Erica presented the Board with an update on the partnership with Fort Worth Community Collaborative.
- H. Consider the donation of former bathroom stalls – Christina motioned to consider the donation of former bathroom stalls. Denise seconded the motion. All ayes confirmed motion approval.

VI. **Adjournment**

There being no further business, the Board President declared the meeting adjourned at 6:55 p.m.



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Reviewed/Corrected/Approved  
Denise Smith, Board Secretary