

BLD Board Meeting

Benbrook Library District

Monday, December 16, 2024 at 5:30 PM CST to Monday, December 16, 2024 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 November 19, 2024

IV. Reports

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

Presenter: Library Director

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 Trustee - Christina Watson

B. Consider Exempt Staff changes based on Department of Labor rule

C. Consider Bid Choice for E-Rate Internet Services

D. Consider Strategic Plan consultants for plan expiring in 2025

E. Consider Budget Revisions for FY25

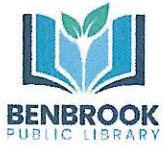
F. Consider Policy for Preventing Use of Prohibited Technology and Covered Applications

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

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

December 16, 2024

Open to the Public

Regular Meeting: 5:30 P.M.

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

- I. **Call to Order** - Carol called this regular board meeting to order at 5:30 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 Tuesday, November 19, 2024
 Christina motioned to approve the meeting minutes with changes from November 19, 2024. Larry seconded the motion. All ayes confirmed motion approval and approval of minutes.
- IV. **Reports**
 - A. **Library Report** by Library Director of notable activities for the District during November 2024 including meetings attended, District business conducted, and programs presented.
 Erica presented the library reports for November 2024.

November 2024 Library Report

Library Visitors	8,498
Total Items checked out	11,865
Library Card Holders	15,411, New 160
Technology	Computer 526, Wi-Fi Sessions 645
Study Rooms	Conference Room 72, Booths 65
Volunteer Hours	131
ILL	Received 36, Shipped 27, Patrons 28
Digital Library Resources	4,556
Maker Space Visitors	Laser 81, 3D prints 16
Total Programs	Adult 17, Youth 41
Program Attendance	Adult 216, Youth 1,157, Code Club 18
Social Media Followers	Facebook 4,603, Instagram 870
Social Media Posts	Facebook 61, Instagram 17

- B. Treasurer Report of financial status of the District as of November 30, 2024, including income and expenditures. Tabled for next regular or special meeting.
- C. Investment Report on status of the District's Investments and TexPool statement as of November 30, 2024. Larry read the November 2024 Investment Report.

Tammi motioned to approve the Investment Report for November 2024. Denise seconded the motion. All ayes confirmed motion approval.

V. **New Business**

- A. Oath of Office for Board of Trustee – Christina Watson – Christina was sworn in as a member of the Board of Trustees.
- B. Consider Exempt Staff changes based on Department of Labor rule – Tammi motioned to approve exempt staff changes based on Department of Labor rule. Christina seconded the motion. All ayes confirm motion approval.
- C. Consider Bid Choice for E-Rate Internet Services – Tammi motioned to approve using Bid Choice for E-Rate Internet Services. Larry seconded the motion. All ayes confirm motion approval.
- D. Consider Strategic Plan consultants for plan expiring in 2025 – Larry motioned to consider the Strategic Plan consultants for plan expiring in 2025. Tammi seconded the motion. All ayes confirm motion approval. After discussion, the board tabled this for the next regular or special meeting.
- E. Consider Budget Revisions for FY25 – Tammi motioned to approve the Budget Revisions for FY25. Larry seconded the motion. All ayes confirm motion approval.
- F. Consider Policy for Preventing Use of Prohibited Technology and Covered Applications – Larry motioned to approve the Policy for Preventing Use of Prohibited Technology and Covered Applications. Denise seconded the motion. All ayes confirm motion approval.
- G. Executive Session pertaining to personnel matters *Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.074*
Christina called to move into executive session at 6:38 p.m.
Christina called to move out of executive session at 6:45 p.m.
- H. Executive Session pertaining to real property issues *Texas Government Code, Title 5, Subtitle A, Chapter 551, Section 551.072*
Christina called to move into executive session at 6:45 p.m.
Christina called to move out of executive session at 6:52 p.m.

VI. **Adjournment**

Denise moved to adjourn this regular board meeting. Larry seconded the motion, and the ayes confirmed motion approval. This regular board meeting adjourned at 6:53 p.m.



Reviewed/Corrected/Approved
Denise Smith, Board Secretary