

**LIBRARY BOARD OF TRUSTEES MEETING  
April 23, 2014**

**MINUTES**

- I. CALL TO ORDER  
Meeting called to order at 7:35pm by Powers.  
Members present: Weins, Lisica, Parus  
Member excused: Earle  
Library staff present: Director: Thomas
- II. APPROVAL OF AGENDA  
Motion made by Lisica to approve agenda as presented, 2<sup>nd</sup> by Weins.  
Motion approved.
- III. APPROVAL OF MINUTES  
Motion made by Weins, to approve minutes as presented, 2<sup>nd</sup> Parus.  
Motion approved.

**Public Discussion**

**This is an opportunity to comment on items that are not on the agenda. Comments need to be addressed to the Board.**

- IV. FINANCIAL REPORTS
  - A. Monthly expenses and revenues – Sandi’s report  
Dated March 25<sup>th</sup>.
  - B. Monthly Fund Report – City Printout  
Dated April 16, 2014<sup>h</sup>.  
A meeting was held with the city accountant and city clerk to address issues in balancing the library expense and revenue record keeping with that of the city. Most issues have been resolved and further transactions will be monitored to improve procedures.
  - C. City Treasurer report –  
Report received dated March 31, 2014.  
Motion was made by Weins, 2<sup>nd</sup> by Lisica to maintain \$100,000 of the maturing CD. Motion approved.
- V. BUSINESS
  - A. OLD
    - 1. Handicapped door service agreement  
No additional information available yet. Tabled
    - 2. Budget  
Issues yet to resolve were : Cleaning service, maintenance service, digitizing local newspaper rather than microfilm  
Thomas identified the need to upgrade 6 computers.  
On motion by Weins, 2<sup>nd</sup> by Powers the director was authorized to expend up to \$3200 for their purchase. Motion approved.

B. NEW

1. Planning Commission Meeting – B. Weins  
Library was concerned about being blindsided on future development around the library property. Commission members expressed their need to share plans.
2. DDA meeting  
Thomas attended and noted the library's financial contribution to its funding. This support needs acknowledging through any projects within the DDA area. Suggestion was made to inviting a representative of DDA to attend a library board meeting to present/discuss common issues.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Stats from programs, upcoming events  
May 3<sup>rd</sup> – 9<sup>th</sup> – Anchor Bay Art show  
May 20<sup>th</sup> – Texas Roadhouse Fundraiser
- B. Friends Meeting – C. Earle  
Activities sponsored are Winter Bazaar, Summer Reading Program (\$500), March – A Salute to Women luncheon.
- C. Renovation project  
Children's area is almost completed.
- D. Donation report  
Current total stands at \$39,387
- E. Unique Collection Agency  
Library needs to set a procedure in regard to patrons who have filed for bankruptcy and have outstanding fines.
- F. Lockdown Plan  
Work with city to develop a written lockdown plan.
- G. Other

VII. ADJOURN

Meeting adjourned @ 8:55 pm

VIII. NEXT MEETING DATE - May 28, 2014@ 7:30 PM