

WELLS BRANCH COMMUNITY LIBRARY DISTRICT AGENDA
Monday, November 11, 2013 at 6:30 PM

**TO: THE BOARD OF TRUSTEES OF THE WELLS BRANCH COMMUNITY LIBRARY DISTRICT
AND ALL OTHER INTERESTED PERSONS:**

Notice is hereby given that the Board of Trustees of the Wells Branch Community Library District will meet at 15001 Wells Port Drive to:

Citizen Comment

Citizen comment is limited to three minutes unless given extra time by meeting chair

Consent Items:

These may be approved collectively or individually. Any of these items may be pulled for discussion upon the request of any Trustee.

1. Accept minutes as distributed.
2. Refer treasurer's report to audit.
3. Approve budget amendments.
4. Accept Director's report.
5. Approve Donation Policy as updated/distributed.
6. Approve Records Management Policy as updated/distributed.
7. Approve Collection Development Policy as updated/distributed.

Action Items:

1. Discuss and take action on 2014 budget to include market adjustments for payroll and 2013 staff bonuses.
2. Discuss and approve Director's annual performance review and goals for 2014.
3. Administer oath of office to new trustees.
4. Determine office appointments for trustees.
5. Discuss and take action on Friends of the Library items and activities.
6. Discuss annual Food for Fines, scheduled for December 1-21.
7. Discuss and take action on quotes for the library's security system, HVAC maintenance, sprinkler system repairs, and paving repairs to include budget adjustments if necessary.
8. Discuss and take action on Social Media Policy.
9. Discuss and take action on holiday schedule for 2014.
10. Discuss and take action on possible early closing for CPR training.
11. Discuss and take action on contract for staff insurance to include possibility of vision coverage.
12. Discuss and take action on HRA policy for 2014.
13. Discuss and take action on Water Conservation Week to include discussion of library participation and possible circulation of equipment.

Trustee items:

1. Announcements by Board members;
2. Future agenda items;

All of the above items are subject to action by the board.

Megan Sylvester
President, Board of Trustees

The Library Board may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or real estate acquisition pursuant to Chapter 551.072 of the

Texas Government Code. Action, if any, will be taken in open session.