

WELLS BRANCH COMMUNITY LIBRARY DISTRICT AGENDA
Tuesday, January 16th at 6:30pm

**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 Post Drive for:

Citizen Comment

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

Reports:

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

1. Secretary report, to include minutes from previous meeting
2. Treasurer's report, including reports to refer to audit
3. Friends of the Library report
4. Director's Report, including discussion and/or approval for the following:
 - a. facility maintenance issues
 - b. budget amendments
5. Committee/Workgroup Reports

Action Items:

1. Discuss and take action on appointment of an Investment Officer.
2. Discuss creation and objectives for a marketing committee/team
3. Discuss and take action on janitorial services contract.
4. Discuss and take action on updates to staffing levels and management job descriptions and the hiring process to reflect library needs and goals.
5. Discuss and take action on LAB Policy and Donation Policy as they pertain to acceptance of consumable supplies and equipment for the LAB.
6. Discuss and take action on updated Programming Policy and Meeting/Event Room Policy.
7. Discuss and take action on discontinuation of proctoring services to include any necessary changes to the proctor and fees policies.
8. Discuss and take action on Investment Policy

Trustee items:

1. Announcements by Board members;
2. Future agenda items;
3. Set the time and date for the next meeting
4. Assign deliverables, including committee tasks and reports, for the next meeting.

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

After the meeting is adjourned, the trustees will remain on site for the annual Board/Staff retreat. No further action will be taken after the official adjournment.


Faye Cormier
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.