WELLS BRANCH COMMUNITY LIBRARY

Board of Trustees Minutes

Monday, April 13, 2023

Meeting was held in person at the library and was called to order at 7:15PM. Attended by Board Members: Matt Bucher, Jennifer Christmas, Abbie Joffrain, Jane Marawar, Ralph Simon, and Library Director Donita Ward.

Board attendance constituted a quorum.

Reports:

1. Secretary report consisting of minutes from January 19 meeting, posted on Wells Branch Library website; no questions.
2. Treasurer’s reports consisting of documents posted on Wells Branch Library website. Ralph recommended move of additional $1million to prime account to acquire additional .25% interest income. Move accepted by board.
3. Director’s reports consisting of documents posted on Wells Branch Library website.
4. Friends of Library no official report or attendance by FOL member.
5. Architectural Expansion and Improvement Committee- verbal report with updates on kick-off meeting, first set of tours in libraries south of Austin completed, and circulation trend reports currently being reviewed by design team. Matt Bucher asked for written updates on committee progress for reference in future; once enough information is consolidated, a report will be available, but current reports and tours were information gathering to review in detail for community boards.
6. Annual report as posted on Wells Branch Library website.

Reports approved by motion from Matt Bucher including recommended move of $1 million to prime account, 2nd Ralph Simon, unanimous approval.

Consent Items: None.

Action Items:

1. Audit reports prepared by Gary Davis- Motion to accept audit results made by Ralph Simon, 2nd Matt Bucher, unanimous approval.
2. Collection Cleanse- Donita reviewed a collection cleanse of 30-35% (40,000 pieces) of items that had not been checked out or requested in over 3 years in preparation for renovation/expansion. This maintenance is part of the longer expansion plans for space and also allows space for new acquisitions for circulation. Questions regarding community impact and whether these items would be missed were presented by Board members Matt Bucher and Ralph Simon; board reviewed community survey results which focused on more programming and meeting space which would require downsizing the library collection. Motion to accept the recommended downsizing by Jennifer Christmas, 2nd Ralph Simon, unanimous approval.

Trustee Items:

1. Announcements- none.
2. Future agenda items- AE&I Committee update, Mat Bucher- possible future agenda item to include new branding for library programming announcements.
3. Next meeting scheduled for June 8, 2023 at 7PM.
4. Deliverables- AE&I Committee update.

Motion to adjourn at 9:12PM by Jennifer Christmas, 2nd Ralph Simon, unanimous approval.