

WELLS BRANCH COMMUNITY LIBRARY DISTRICT AGENDA
Wednesday, April 12th 2017 at 7:00pm

**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 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. Audit Report from Gary Davis
2. Secretary report, to include minutes from previous meeting
3. Treasurer's report, including reports to refer to audit
4. Friends of the Library report
5. Director's Report, including discussion and/or approval for the following:
 - a. facility maintenance issues
 - b. budget amendments
 - c. creation of a makerspace design team
 - d. quotes for additional fiction shelving & window film
6. Committee Reports
 - a. Facilities Committee including updates and repairs suggested in the image audit (see action item #1)
 - b. Image Committee including outreach plans and summer reading
 - c. Operations Committee including inventory plans


Action Items:

1. Discuss and take action on the Image Audit as delivered from Lisa Charbonnet (GoToLibrarian) to include approval of suggested projects and associated budget amendments. These items may include the following
 1. Removal of overgrown landscaping
 2. Removal of storage shed and relocation of trash cans
 3. Replacement of overhead lighting in the main adult library
 4. Design of a new website and/or logo
 5. Increased signage (interior and exterior)
 6. frosting selected glass walls between the children's area and the main library
 7. addition of slatwall ends for the backs of adult fiction and nonfiction shelving
 8. purchase of a digital sign to replace the monument sign along Wells Port Drive
 9. additional shelving for the adult fiction collection
 10. aggressive weeding of several areas of the collection
 11. lowering the overall height of the fiction shelving in the adult area
2. Discuss and take action on RFPs for legal services and emergency computer services.
3. Discuss and take action on quotes from Library Interiors of Texas and Southwest Solutions to include any necessary closures or budget amendments.

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.



Wanda Holcombe
Vice 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.