

MINUTES
North Texas Regional Library System
Board of Directors Meeting
August 27, 2009

The North Texas Regional Library System Board of Directors held a meeting on August 27, 2009 at North Texas Regional Library System, 6320 Southwest Blvd., Suite 101, Fort Worth, Texas, 76109.

Board Members Present: Barbara Chayer, Chair, Region 7
Bill Whiteside, Region 5
Patricia Jefferson, Region 2
Kay Clark, Region 4
Dana Wood, Region 1
Cecil Carter, Parliamentarian, At Large
Adam Wright, Executive Director, *ex-officio member*

Board Members Absent: Joseph Brawner, Treasurer, At Large
Ray Stephens, Vice Chair, Region 3,

NTRLS Staff Present: Carolyn Davidson Brewer, Lynn Gritta
Guests Present: None

ASSIGNMENTS/ACTIONS ACCEPTED:

Billy Whiteside was added to the Relocation Committee and the committee needs staff addresses.

MOTIONS:

Agenda Items B. Approval of Consent Agenda. Carter moved to approve entire Consent Agenda. Clark seconded. Passed.

Agenda Item H. Approval of CPA contract with Hatter & Associates. Carter moved to approve the CPA contract with Hatter. Haas seconded. Passed.

Agenda Item I. Approval of NTRLS @ Your Library 2010 schedule. Clark moved to approve. Carter seconded. Passed.

Agenda Item J. Approval of funds for an additional 9 hours for office assistant. Whiteside moved to approve. Wood seconded. Passed.

Agenda Item K. Approval of Workers Comp insurance rider for volunteers. Haas moved to approve. Jefferson seconded. Passed.

Agenda Item L. Approval of staff merit bonuses to include Adam Wright. Haas moved to approve. Clark seconded. Passed.

Agenda Item M. Approval of System Negotiated Grant. Haas moved to approve the System Negotiated Grant. Jefferson seconded. Passed.

A. CALL TO ORDER

Chair Barbara Chayer called the meeting to order at 10:02 am.

B. CONSENT AGENDA

- 1. Approval of June 25, 2009 Meeting Minutes**
- 2. Consideration of FY2010 Meetings Schedule**
- 3. Consideration of NTRLS Staff Pay Scale and Car Allowance**
- 4. Consideration of System Grant**
- 5. Consideration of TANG Grant**
- 6. Consideration of Special Projects Grant Contract**
- 7. Consideration of Cooperative Grant Contract**
- 8. Consideration of Staff Holidays for FY2010**
- 9. Consideration of Committee Rosters**
- 10. Consideration of Rentals Insurance Contract**

Cecil Carter made a motion to approve all items on the Consent Agenda. Kay Clark seconded. All were in favor. The motion passed.

C. BOARD REPORTS

Cecil attended the LRP Workshop. Lake Cities received many donations for a sale.

D. MONTHLY FINANCIAL REPORTS

Adam Wright mentioned that Board Controlled funds will carry over to new fiscal year. TSLAC reported new procedures for monthly drawdowns, they must be justified & spent directly.

E. EXECUTIVE DIRECTOR'S REPORT

Adam and Ken Haas visited with Devon Energy who invited NTRLS to apply for a \$7,500 grant for Libraries for Literacy. They were already aware of us through the Close the Book on Hunger campaign. The Relocation Committee needs staff addresses as it searches for new office space and Bill Whiteside also joined that committee. Adam mentioned he was still waiting to hear from Priddy.

F. COMMITTEE REPORTS

The Services Planning Committee met and had a long discussion regarding the library's role in reference for the public. The Bylaws Committee met once.

G. DISCUSSION & CONSIDERATION OF REQUEST FOR QUALIFICATIONS FOR FY2009 AUDIT

Adam reported that only one bid was received which was \$8,000 over the current rate. He recommended we go out for bid again in September and the board agreed.

H. DISCUSSION & CONSIDERATION OF REQUEST FOR QUALIFICATIONS FOR CERTIFIED PUBLIC ACCOUNTANT

Adam reported we received two bids which were discussed. Cecil Carter moved to accept the bid from Hatter & Associates. Ken Haas seconded. All were in favor. The motion passed.

I. DISCUSSION OF NTRLS @ YOUR LIBRARY

Adam mentioned wanting to better market the program. Kay Clark made a motion to accept the FY2010 schedule for NTRLS @ Your Library. Cecil Carter seconded. All were in favor. The motion passed.

J. DISCUSSION OF SYSTEM DEVELOPMENT PLAN FY2010

Adam said he was proud that NTLP raised 93% of their fundraising goal. The Board discussed how to keep the Office Assistant position at 29 hours. The budget was approved. Bill Whiteside made a motion to release Board Controlled funds to retain the Office Assistant position at 29 hours. Dana Wood seconded. All were in favor. The motion passed.

K. DISCUSSION & CONSIDERATION OF WORKERS COMPENSATION RIDER FOR NTRLS VOLUNTEERS

Adam made a brief remark about the additional insurance for volunteers. Ken Haas moved to accept the workers comp rider for volunteers. Pat Jefferson seconded. All were in favor. The motion passed.

L. CONSIDERATION OF STAFF MERIT BONUSES 2009

The Board amended the request for staff merit bonuses to include Adam Wright. Ken Haas made a motion to approve the staff merit bonuses including Adam Wright. Kay Clark seconded. All were in favor. The motion passed.

M. DISCUSSION & CONSIDERATION OF SYSTEMS NEGOTIATED GRANT APPLICATIONS

Adam mentioned the difficulties of writing the Systems Negotiated Grant, abiding by the guidelines while working with four other systems. Only nonprofits can apply for the collaboration grants, so Adam agreed to write the grant and be the fiscal agent for all five systems. He explained that in

the Workforce Development Collaborative grant job help workshops are being planned and the curriculum will be divided among the five systems and mobile labs will be purchased for each. NTRLS is updating their current lab and seeking funds for van rental as needed. Carolyn Davidson Brewer reported on the Babygarten program that encourages parents and teachers to read to babies and toddlers raising literate children from the early years. Ken Haas made a motion to approve the Systems Negotiated Grant. Pat Jefferson seconded. All were in favor. The motion passed.

N. PUBLIC PARTICIPATION

There was none.

O. ANNOUNCEMENTS

Kay Clark has a new email address.

P. SET DATE FOR NEXT MEETING

The next meeting was set for Thursday, September 24, 2009 at 10:00 am.

Q. ADJOURNMENT

Barbara Chayer adjourned the meeting at 11:40 am.

Approved by _____

Date _____