

MINUTES  
North Texas Regional Library System  
Board of Directors Meeting  
February 25, 2010

The North Texas Regional Library System Board of Directors held a meeting on February 25, 2010 at NTRLS, 6320 Southwest Blvd, Suite 101, Fort Worth, TX, 76109.

Board Members Present: Barbara Chayer, Chair, Region 7  
Ray Stephens, Vice Chair, Region 3  
Bill Whiteside, Region 5  
Cecil Carter, Parliamentarian, At Large  
Kenneth Haas, Region 6  
Joseph Brawner, Treasurer, At Large  
Patricia Jefferson, Region 2  
Dana Wood, Region 1  
Adam Wright, Executive Director, *ex-officio member*

Board Members Absent: Kay Clark, Region 4  
NTRLS Staff Present: Lynn Gritta, Aera Yoon  
Guests Present: None

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**ASSIGNMENTS/ACTIONS ACCEPTED:**

Have a signature stamp made for Pat Jefferson.

**MOTIONS:**

Agenda Items B. Approval of Minutes. Carter moved to approve. Whiteside seconded. Passed.  
Agenda Item B.2.,3. Approval of Collaboration and Special Projects Grants. Carter moved to approve. Whiteside seconded. Passed.  
Agenda Item I. Decision made in Executive Session. Haas moved to approve raise for Executive Director. Stephens seconded. Passed.

**A. CALL TO ORDER**

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

**B. CONSENT AGENDA**

**1. Approval of January 28, 2010 Meeting Minutes**

Cecil Carter made a motion to approve the minutes. Bill Whiteside seconded. All were in favor. The motion passed.

**2. Consideration of TSLAC Collaboration Grant**

**3. Consideration of Special Projects Grant**

After a brief synopsis by Adam Wright, Cecil Carter made a motion to accept both grants as written. Bill Whiteside seconded. All were in favor. The motion passed.

## **C. BOARD REPORTS**

Pat Jefferson reported that she visited with all the libraries in Region 2 about the letter writing campaign for fundraising. Each library is customizing their letter and she will send them to Lynn at the System office for distribution.

## **D. MONTHLY FINANCIALS**

Adam Wright reported the financials are in good shape and expounded on how the SYNG funds are distributed by drawdowns the same as the System grant. He mentioned NTRLs is saving \$7,000.00 a year by having the CPA perform quarterly reports only.

## **E. EXECUTIVE DIRECTOR'S REPORT**

Adam reported on the Pet Food Drive partnership between NTRLs and Terry Woodfin with the Amon Carter Foundation which collected 400 – 500 pounds of pet food in 22 of our libraries.

There are 52 Workskills Development workshops scheduled through July 2010. Adam asked for assistance in promoting the NTRLs website and he reported on the success of launching the Texas Workskills Development in Libraries (twdl.org) website.

The SYNG Grant budget for FY2011 was cut by 27% and TSLAC has approached NTRLs about being the administrator for that grant. After lengthy discussion, the Board was unanimous in directing NTRLs to go forward in applying for the grant without further consulting of any system.

## **F. COMMITTEE REPORTS**

Ray Stephens gave a brief report on the Services Planning Committee.

## **G. NTRLs STAFF SPOTLIGHT – AERA YOON**

Adam introduced Aera Yoon as the Workskills Development Coordinator and she briefed the Board on her job duties and accomplishments.

## **H. REAFFIRMING EMAIL VOTES TAKEN**

The Board ratified the email voting that occurred after the January meeting for 1) NTRLs joining the Texas State Co-op for RFP purposes; 2) Awarding three libraries funds for Libraries for Literacy programs; and 3) Approving the Equinox contract allowing Justin to join the North Texas Library Consortium. The Board asked for deadline dates to be given when email voting and if the Secretary is not available to ratify votes, any Board officer can do so.

## **I. EXECUTIVE SESSION, PURSUANT TO SECTION 551.074 OF THE GOVERNMENT CODE, PART B: FOR PERSONNEL MATTERS,**

### **1. Executive Director's Review**

The Board opened in Executive Session at 11:10 am and closed at 12:05 pm.

**J. RESUME BOARD MEETING IN OPEN SESSION – ACTION ON ITEM I.1 IF ANY**

The Board reviewed the Executive Director's salary and voted to increase it by \$10,000 annually. Ken Haas made a motion to approve the \$10,000 annual salary increase for the Executive Director. Ray Stephens seconded. All were in favor. The motion passed.

**K. DISCUSSION OF SYSTEM DEVELOPMENT ACTIVITIES**

Adam briefed the Board on his meeting with Devon Energy for the Close the Book on Hunger fundraising campaign.

**L. PUBLIC PARTICIPATION**

There was none.

**M. ANNOUNCEMENTS**

There were none.

**N. SET DATE OF NEXT MEETING ADJOURNMENT**

The next meeting was set for March 25, 2010 at 10:00 am.

**O. ADJOURNMENT**

Barbara Chayer adjourned the meeting at 12:12 pm.

Approved by \_\_\_\_\_

Date \_\_\_\_\_