

MINUTES  
North Texas Regional Library System  
Board of Directors Meeting  
January 24, 2008

The North Texas Regional Library System Board of Directors held a meeting on January 25, 2008 at North Texas Regional Library System, 6320 Southwest Blvd., Suite 101, Fort Worth, Texas, 76109.

Board Members Present: Barbara Chayer, Chair, Region 7  
Ray Stephens, Vice Chair, Region 3  
Bill Whiteside, Region 5  
Carl E. Campbell, Jr., Treasurer, Region 6  
Cecil Carter, At Large  
Meg Barrow, Parliamentarian, At Large  
Dana Wood, Region 1  
Adam Wright, Executive Director, *ex-officio member*

Board Members Absent: Patricia Jefferson, Region 2

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

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**ASSIGNMENTS/ACTIONS ACCEPTED:**

Adam will contact Overdrive for contract wording changes.

**MOTIONS:**

Minutes from December 6, 2007. Chayer asked if all in favor. Passed.

Agenda item G. Overdrive Contract. Stephens moved to approve Overdrive contract and DLR agreement subject to recommended changes. Carter Seconded. Passed.

Agenda item H. Selection Committee Recommendations. Barrow made a motion to recommend hiring Alicia Hunter. All were in favor. Passed.

Agenda item J. Staff Compensation. Stephens moved to approve salary and hour increases for part time staff. Barrow seconded. Passed.

Agenda item L. Long Range Plan. Carter moved to approve the Long Range Plan with typo corrections made. Wood seconded. All in favor. Passed.

## **A. CALL TO ORDER**

Chair Barbara Chayer called the meeting to order at 10:06 a.m.

## **B. CONSENT AGENDA**

### **1. Approval of December 6, 2007 meeting minutes**

Barbara Chayer asked if all were in favor of approving the minutes. All were in favor. The motion passed.

## **C. BOARD REPORTS**

There were no Board reports.

## **D. MONTHLY FINANCIAL REPORTS**

Adam Wright noted the System had about \$50,000 to spend down. Cecil Carter asked for clarification on some line items in Walt's report.

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

Adam briefly reported on the January Shared Integrated Library System (SILS) meeting. The eleven libraries seriously interested have contacted other libraries and possibly thirty may want to join. Adam wrote a conceptual paper for SILS and copies have been requested by Chris Jowaisas and he wants Adam to send the report to the other nine Systems.

Libraries for Literacy Council Meeting was well attended and hopes to raise \$1 million. A \$60,000 state grant is also being pursued.

Adam called a Coordinator's meeting for January 30<sup>th</sup> to evaluate the System funding formula and brainstorm on marketing Systems to the state.

## **F. COMMITTEE REPORTS**

The Awards Committee met and the Library Board Member award was renamed the "Randy Shaeffer Award."

## **G. CONSIDERATION OF OVERDRIVE CONTRACT**

Adam explained that Overdrive is basically a virtual library for patrons to download audio books, ebooks, music, and videos. It is similar to checking out a book. The libraries and patrons are asking for this service. The libraries can choose what to purchase and that first year will have about 700 items in the catalog. Each year the catalog will grow. Other NTRLS members can join at a later date paying a one time sign up fee of \$1,500. The yearly cost to each library is \$8,000 which is considerably lower than if they went out on their own; Carolyn Davidson mentioned the cost would

be at least double. Adam interjected he had the state's blessing and that the libraries initiated this idea and approached the System for help. There was much discussion regarding the Overdrive contract and liability. NTRL's attorney had already gone over the contract and included his suggested changes. Bedford's city attorney made two suggested changes in the DLR agreement between NTRL and each library. Ray Stephens moved to approve both contracts subject to the recommended changes by the attorneys. Cecil Carter seconded. The motion passed.

## **H. CONSIDERATION OF SELECTION COMMITTEE RECOMMENDATIONS**

Meg Barrow reported on the three interviews conducted with candidates for the System Development Officer position. All were impressive and experienced. The committee recommended hiring Alicia Hunter and settled the hours and wages. Meg Barrow made a motion to recommend the hiring of Alicia Hunter. Six Board members were in favor. The motion passed.

## **I. DISCUSSION OF SYSTEM DEVELOPMENT PLAN FOR 2008**

Adam reported briefly on the System Development Plan that was in the Board packets. A noted change in CE was that face to face workshops will decrease while online offerings will increase. Themed conferences would also increase.

## **J. CONSIDERATION OF MODIFICATIONS TO STAFF COMPENSATION PLAN**

Adam reported that \$22,000 of the \$50,000 spend down would be allotted to dona weisman and Judy Daniluk to increase their hours to 30 a week and increase their salaries. Benefits would also be provided for them and cost approximately \$10,000. Adam is working on finding grant monies to cover these expenses. Ray Stephens moved to approve the salary and hourly increases for dona and Judy. Meg Barrow seconded. The motion passed.

## **K. DISCUSSION ON NTRL'S LONG RANGE PLAN 2009 - 2014**

Adam reported the LRP is available on the website. He mentioned that Carolyn will be focusing more on consulting while dona will concentrate on CE. He pointed out the State budget reductions from \$625,000 to \$489,000 caused two full time positions to no longer be funded from the System grant, the account executive and the administrative assistant. Grant monies will be sought elsewhere to keep current staff positions. Cecil Carter moved to approve the Long Range Plan with typo corrections made. Dana Wood seconded. All were in favor. The motion passed.

**M. PUBLIC PARTICIPATION**

There was no participation.

**N. ANNOUNCEMENTS**

Barbara Chayer mentioned an article from Fortune magazine featuring Melinda Gates, a Dallasite, for funding possibilities. Ray Stephens mentioned Google grants.

**O. ADJOURNMENT**

The next meeting was set for February 28, 2008 at 10:00 a.m. Barbara Chayer adjourned the meeting at 12:04 p.m.

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

Date \_\_\_\_\_