

MINUTES  
North Texas Regional Library System  
Board of Directors Meeting  
June 26, 2008

The North Texas Regional Library System Board of Directors held a meeting on June 26, 2008 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  
Cecil Carter, Parliamentarian, At Large  
Joseph Brawner, Treasurer, At Large  
Dana Wood, Region 1, Via Video Conference  
Adam Wright, Executive Director, *ex-officio member*

Board Members Absent: Ray Stephens, Vice Chair, Region 3

NTRLS Staff Present: Carolyn Davidson Brewer, Alisa Hunter, Lynn Gritta

Guests Present: Chesapeake Energy Photographer

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**ASSIGNMENTS/ACTIONS ACCEPTED:**

Adam tasked with forming a Bylaws Subcommittee and finding a chairperson.

Cecil, Pat, and Kay tasked with creating a formal evaluation process of the Executive Director.

**MOTIONS:**

Agenda Item B. Approval of May minutes. Carter moved to approve. Jefferson seconded. Passed.

Agenda item H. Multi-Type Libraries Membership. Clark moved to approve modification of Article IV Bylaws to include "any" library. Carter seconded. Passed.

Agenda Item J. Forming Bylaws Subcommittee. Whiteside moved to task Wright with forming a Bylaws Subcommittee. Carter seconded. Passed.

Agenda item L. NTRLS Staff Bonuses. Jefferson made a motion to approve total staff bonus amount of \$3,500. Wood seconded. Passed.

## **A. CALL TO ORDER**

Chair Barbara Chayer called the meeting to order at 10:04 am. Barbara announced the resignation of Carl Campbell and appointed Joseph Brawner as treasurer.

## **B. CONSENT AGENDA**

### **1. Approval of May 22, 2008 meeting minutes**

Cecil Carter moved to approve the minutes. Pat Jefferson seconded. All were in favor. The motion passed.

## **C. BOARD REPORTS**

There were no Board reports.

## **D. MONTHLY FINANCIAL REPORTS**

Adam Wright noted that the spend down was going smoothly and there may be approximately \$5,000 toward fiscal year end to still utilize.

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

Adam briefly reported on the success of TechNet 2008 and that most evaluations were favorable.

The SILS Grant applied for was denied by the state, but they did recommend approval for the Libraries for Literacy Grant (which will help fund Elizabeth Stewart's position) and the Special Needs grant.

Adam and Co-Chair Richard of the ILL Task Force sent a letter to the state regarding a conflict of interest they noted with OCLC.

Colleyville joined the R.E.A.D. program and the FW Star Telegram wrote a feature article on it.

Adam explained that the state planned on allocating the extra \$2 million in the systems budget equally among all the systems using competitive grants.

Adam visited the grand opening of Bookmarks, a children's library, in North Park Mall with the PLANT team.

Adam reported on the NTRLS Roadshow where he conducts video interviews with small and rural librarians. He approached TSLAC for Mac funding to professionally edit videos.

## **F. COMMITTEE REPORTS**

Cecil Carter was very appreciative of Adam Wright's presence and input at the Lake Cities council meeting.

## **G. CONSIDERATION OF EXECUTIVE DIRECTOR'S REVIEW PROCEDURE**

There was a lengthy discussion on implementing a formal procedure to evaluate the Executive Director. Cecil Carter formulated a one page report to assist the board. Everyone agreed they did not want to micro manage the Executive Director, but a formal evaluation procedure and a procedure for documentation needs to be in place.

Barbara Chayer appointed Cecil Carter, Pat Jefferson, and Kay Clark to an Evaluation Committee to create a formal process. They will present their findings at the August board meeting.

## **H. DISCUSSION OF MEMBERSHIP FOR MULTI-TYPE LIBRAIRES**

Adam said the state is looking toward NTRLs to be a prototype for multi-type library membership. There was lengthy discussion on advantages and disadvantages to opening up membership. Membership fees could be based on the library's budget. Carolyn Davidson Brewer added that multi-type library membership would bring value to the system and collaboration with universities would bring prestige and influence in grant applications. She also mentioned that multi-type library representatives could be on an ad hoc CE committee to assist with continuing education. Kay Clark made a motion to approve the modification of Article IV in the Bylaws to include "any" library to be eligible for membership. Cecil Carter seconded. All were in favor. The motion passed.

## **I. DISCUSSION OF BYLAWS**

There was lengthy discussion on Article V in the Bylaws stating that a board member cannot be an officer or employee of a member library. Barbara Chayer wanted the bylaw to remain as worded. Cecil Carter said he was personally affected by this bylaw in a negative way. He mentioned that small and rural libraries are hard pressed to find people to serve on boards and this bylaw made it even more difficult. The bylaw was originally created to eliminate a conflict of interest in voting on collection development issues and funding. This reason no longer exists and it was agreed the bylaw may be archaic.

## **J. CONSIDERATION OF FORMING A BYLAWS SUBCOMMITTEE TO REVIEW BYLAWS**

Bill Whiteside made a motion to task Adam Wright to form a Bylaws Subcommittee to consider all the proposed changes. Cecil Carter seconded. All were in favor. The motion passed.

## **K. SYSTEM DEVELOPMENT REPORT**

Alisa Hunter reported on the Libraries for Literacy project and Close the Book on Hunger fundraiser with the Tarrant County Food Bank. Donations toward the literacy project total \$11,325.00 to date and the funding will be used for literacy instruction classes and ESL classes. She complimented Nell Callison on the wonderful sign for the campaign. A photographer with Chesapeake Energy was present to take pictures of the board and Alisa.

## **L. CONSIDERATION OF STAFF BONUSES**

Adam Wright reported that due to budget cuts staff may not be receiving merit raises and he wanted to give bonuses to staff from the \$8,500 cushion NTRLS currently has in an account. Pat Jefferson moved to approve the staff bonuses. Dana Wood seconded. All were in favor. The motion passed.

## **M. PUBLIC PARTICIPATION**

There was none.

## **N. ANNOUNCEMENTS**

Adam asked the board to allow NTRLS to pay for their lunch at the staff retreat. They agreed after he assured them of the funds being available. Barbara Chayer asked for Carrino's Italian Grill to do the catering.

## **O. SET DATE FOR NEXT MEETING**

The next meeting was set for Thursday, July 24, 2008 at 9:00 am which will be the retreat with NTRLS staff and LFNT.

## **P. ADJOURNMENT**

Barbara Chayer adjourned the meeting at 12:00 pm.

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

Date \_\_\_\_\_