

**WELLS BRANCH COMMUNITY LIBRARY DISTRICT AGENDA**  
**Tuesday, February 25, 2025 at 7pm**

**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 the library at 7pm on February 25, 2025 to discuss the following items.*

**Citizen Comment:** Comments are limited to three minutes unless given extra time by 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. Secretary report, to include minutes from previous meeting(s)
2. Treasurer's report, including financial reports to refer to audit
3. Director's Report
4. Friends of the Library
5. Architectural Expansion and Improvement Committee Report.

**Budget Requests:**

**Consent Items: The following policies are up for renewal and available on the website for review.**

- Texshare Policy
- Interlibrary Loan Policy
- Records Management Policy

**Action Items:**

1. Discuss and take action on updates to the Circulation and Collection Policy.
2. Discuss and take action on a rotation schedule for trustees to attend the Friends of the Library meetings.
3. Discuss and take action on plans for facility expansion or renovation.
4. Discuss and take action on marketing and branding options, to potentially include assignment of funds and/or contract with a firm for services.
5. Discuss and take action on changes to banking procedures to potentially include automatic transfers and closing an account at Regions bank.
6. Discuss and take action on facilities issues, personnel considerations, closures, and/or budget adjustments.

**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.



Abigail Joffrain  
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.