

**WELLS BRANCH COMMUNITY LIBRARY DISTRICT AGENDA**  
**Sunday, November 12, 2017 at 12:00 pm**

**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 15001 Wells Port Drive for:*

**Citizen Comment**

Citizen comment is limited to three minutes unless given extra time by meeting 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
2. Treasurer's report, including reports to refer to audit
3. Friends of the Library report
4. Director's Report, including discussion and/or approval for the following:
  - a. facility maintenance issues
  - b. budget amendments
5. Committee/Workgroup Reports
  - a. Makerspace design team (included in director's report)
  - b. Non User Survey (included in director's report)

**Action Items:**

1. Administer Oath of Office to Trustees elected for 2017-2019. Discuss and assign officers for Board of Trustees.
2. Discuss and take action on letter to accompany repayment of misallocated funds by the comptroller.
3. Discuss and take action on personnel budget to include director's annual review and budget allocation for annual bonuses.
4. Discuss and take action Patron Behavior Policy, specifically whether smoking should be allowed on library property.
5. Discuss and take action on property and liability insurance for 2018.
6. Discuss and take action on proposed Investment Policy

**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.

*After the meeting is adjourned, the trustees will remain on site for the annual Board/Staff retreat. No further action will be taken after the official adjournment.*

  
Faye Cormier  
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.