

**SALADO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes**

Regular Meeting
4:00 p.m.
December 27, 2010

Salado Public Library
1151 N. Main St.
Salado, Texas 76571

1. Declaration of quorum and call to order
Present: Patty Campell, Taylor Willingham, Bill Kinnison, Susan Krals,
Library Director Marsh McGuire, and guest Joe Price.
2. Public Forum (limited to five minutes per speaker)
None present
3. Secretary's report and reading of amended agenda for November meeting and
special called meeting of December 6, 2010
No additions or corrections. Motion to approve: Bill; Second: Susan. Motion
carried
4. Treasurer's report
See document on file. Motion to approve: Taylor Willingham; Second: Patty
Campbell. Motion carried.
5. Discuss/approve Investment Policy Document
See document on file. Discussion of TexPool investment currently at .15%
6. Library Director's Report
See attached document.
7. Friends of the Library Report
Book Bags sold like hotcakes earning over \$400.
8. Report from Leadership Salado
Luncheon has been moved.
9. Discuss/approve possible actions relative to architect and space committee
Guest speaker Joe Price: 2+ acres of available land for a new library
building. Joe has experience a construction management, budgeting, etc.
Review of budget prepared by architect and adjusted numbers according to
Joe's estimates. Discussion of potential elevations and renderings.

Next meeting of the Space Committee will be on January 20 at 6:30 p.m. at the library.

10. Discuss/approve Salado Chamber of Commerce Awards Banquet attendance
We have received one complimentary ticket to the Chamber banquet on January 18.

11. Discuss/approve Salado Water Supply vote for board members
Annual meeting will be on January 30 at 6:30.

12. Discuss/approve Purchasing Code of Conduct procedure
Motion to approve: Taylor Willingham; Second: Susan Krals. Motion carried.

Motion to adjourn to Executive Session to discuss library director performance and review (Item #13.) at 5:12 p.m. Motion: Patty Campbell; Second: Bill Kinnison. Motion carried.

13. Discuss/approve library director performance review & contract
Board reconvened at 5:34 p.m.
Written review provided to Library Director. Kudos all around the room.

14. Agenda items for January Board Meeting
Leadership Salado Luncheon
Architect discussion
Review of performance appraisals of library staff

15. Adjourn
Motion to adjourn at 5:41 p.m.: Patty Campbell; Second: Susan Krals.
Motion carried.

Respectfully submitted,
Taylor L. Willingham

NEXT MEETING: January 24, 2010

Library Director's Report December 27, 2010

1. Statistics

	November 2010	November 2009
Circulation	3695	3854
New Patrons	27	37
Computer Users	479	657

2. Activities

- Saturday, December 4 the library hosted an international holiday presentation. Three exchange students from Salado ISD presented talks on their holiday traditions along with examples of traditional foods. Eleven people attended the gathering with an additional 6 people presenting or assisting.
- December 11 - Karen Kinnison held a class on making Christmas cards at 1 pm. The library provided the materials. Fifteen people attended the class

3. December 2nd & 3rd Jeanie and Elaine attended training for the Digital Literacy Corp grant we received through CTLS. Both were trained as trainers for computer classes and classes to help people write resumes and utilize the Internet for job hunting. Jeanie will present the classes at our library over 6 weeks beginning the middle of February. Elaine will teach 6 classes each at the Holland library and Temple Public Library. She will teach classes on her own time and will be compensated by CTLS for her time.

4. December 10th Jeanie and Kim attended a workshop on performers for the summer reading program. The both enjoyed the workshop and have contacted a number of performers already for next year's activities.

5. Jeanie has researched and purchased 7 laptops available for checkout through the BTOP grant. We expect to have them in the library by mid January. They will each be equipped with security software installed at Dell and will also have breakage insurance for the life of the three year grant contract. Jeanie is working on the procedure for administration of the service. It will be ready for your discussion and approval at the next meeting.

6. The Leadership Salado visit and luncheon at the library has been moved from January to February 24.