

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

Regular Meeting  
4:00 p.m.  
February 27, 2012

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

1. Called to order at 3:57 PM; quorum declared by Bob Denton. Present: Bob Denton, Patty Campbell, Susan Lawson, Bill Kinnison, Marsha McGuire, library director; Susan Krals absent. Becky Denton and Susan Terry from Keep Salado Beautiful; Larry Neal and Tim Rafferty from Neal Architects; Peggy Southerland and Cindy Plasek from Leadership Salado were also present.
2. Public Forum (limited to five minutes per speaker) no speakers present
3. Secretary's report and reading of amended agenda - Bill Kinnison moved that the minutes for the 1/23/2012 board meeting and the 1/24/2012 called meeting be approved as posted. Seconded by Patty Campbell; carried by voice vote.
4. Treasurer's report - See attached.
5. Library Director's Report - See attached.
6. Friends of the Library Report - Bill Kinnison. Mailing sent to residents in library district listing activities available at the library. Marsha McGuire noted visits to library have increased since mailing.
7. Keep Salado Beautiful garden project - information presented by Becky Denton and Susan Terry. Patty Campbell moved that the library participate in the Pocket Garden program. Susan Lawson seconded; carried by voice vote.
8. Review information from attorney - no new information.  
Next three items combined to facilitate discussion:
9. Report from Facilities Committee
10. Discuss/approve possible actions relative to facility options
11. Discuss/approve contract with architect  
A survey and soils test will need to be performed.  
Susan Lawson moved that a contract with Neal Architects be approved. Patty Campbell seconded; carried by voice vote.
12. Discuss/approve Joint Resolution for Joint Election - Bill Kinnison moved that the library district election be held in conjunction with the Village of Salado and Salado ISD elections May 12. Seconded by Susan Lawson; carried by voice vote.
13. Agenda items for March Board Meeting  
Routine items  
Proposal from Kim Manger

Report from Facilities Committee

Discussion/approval of investment strategy

14. Adjourn - Motion to adjourn by Patty Campbell at 5 PM. Seconded by Susan Lawson; carried by voice vote.

Next meeting: March 26, 2012

Attachment 1

Salado Public Library District	Amount		Amount
<b>Balance Sheet as of Dec 31, 2011</b>		<b>Bank Balance as of Feb 24, 12</b>	
Checking	2,651.98	Checking	33,457.96
Petty Cash	817.20		

			(CY Payment to date)
<b>FY Total Income as of Feb 7, 2012</b>		<b>Monthly Tax Comparison</b>	<b>Comparison of Years</b>
Sales Tax Revenue	133,604.07	<b>Feb 7, 2012 = 31,902.26</b>	Feb, 11 - 50,997.27
Other (Lone Star, Misc, Int.)	3,817.33	Feb 2011 = 30,458.91	<b>Feb 12 - 51,565.69</b>
BTOP Grant	3,261.26	-4.73 % for month	+1.11 % for year
<b>Total for Fiscal Year (Sep to Jan)</b>	<b>140,682.66</b>		

<b>Expenses as of Jan 31, 2012</b>		<b>Budget (over/under) YTD</b>	<b>% of budget item</b>
Adult Collection	6,306.51	5,183.49 (under)	55
Children's Collection	1,417.06	1,432.94 (under)	49
Computers & Automation	4,275.50	175 (over)	104
Housekeeping	1,020	400 (under)	72
Insurance	3,257.61	1,286.11 (over)	165*
Lawn Care	658.99	3,801.01 (under)	14
Professional Fees/Consulting	7,480.00	4,970 (under)	60
Payroll	53,156.47	195 (over)	100.4
Repair & Maintenance	1,398.16	851.85 (under)	62
Scholarship SISD	500.00	0	100
BTOP Grant Expenses	1,280.00		100
Supplies	2,541.63	510.59291.63 (over)	113
Training & Travel	283.42	216.58 (under)	57
Utilities	4,460.22	98.33 (under)	102
<b>Total to Date for FY</b>	<b>89,063.59</b>	<b>28,191.05 (under)</b>	<b>76</b>
<b>Expenses Budgeted for FY</b>	<b>251,605.02</b>	<b>117,254.64 (est. exp YTD)</b>	

<b>Investments as of Feb 1, 2012</b>		<b>Maturity Date</b>	<b>Percent Interest</b>
Horizon CD #41124	172,908.60	January 17, 2013	0.9
FSB CD #100134661 (open)	171,594.73	November 8, 2012	1
TEXPOOL	10,160.51	N/A	0.07 -
<b>Total</b>	<b>354,663.84</b>		

<b>Analysis of Fiscal Year to Date</b>	<b>January</b>	After five months, 35% of bud get expended.
FY Budget	251,605.02	Straight line budget puts us under by \$37.8k
FY Income to date	140,682.66	
FY Budget to date	117,254.64	
FY Actual Expenses to date	89,063.59	
<b>FY Status = Under Budget</b>	<b>28,191.05</b>	

Calculation of straight line budget

\$89,063 divided by 5 months = \$17,812 (average spent in 5 months)

\$17,812 x 12 months = \$213,751 ( if spent the same amount each month for the FY)

\$213,751 - \$251,605 = \$37,854 under budget

## Attachment 2

### Library Director's Report February 2012

#### 1. Statistics

	January 2012	January 2011
Circulation	3882	3933
Electronic Materials	95	17
New Patrons	45	27
Computer Users	386	534

#### 2. Activities in February

- In conjunction with the Bell County Quilt Crawl, the library is displaying quilts made and/or owned by various people in the community as well as a special book review. On Friday, February 3, Laura Murphy reviewed *The Wedding Quilt* by Jennifer Chiaverini. Fifteen people attended the review.
- Basic computer classes have begun again and are so popular that Jeanie has added another class each week.
- The Texas Naturalist series began on Friday, February 17. The subject was Citizen Science and Bird Conservation. 25 people attended the presentation.
- Long time Salado resident Jack Oliver had a book signing of his new book, an autobiography titled Full Circle, on Saturday February 18 at 1 pm. 39 people attended.
- Upcoming events
- Noon Book Review Monday March 9 – Patsy Sanford will review "Deep Roots: A Celebration of Texas Agriculture and a People's Love of the Land" by Caleb Pirtle.

3. The library received a donation of 15 books from Quest Books. The books are all non-fiction and cover the subjects of spiritual life, meditation and biography. They have been cataloged and are available on the new shelves at the front of the library.

4. The library hosted the Leadership Salado class on Thursday, February 23.