

SALADO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES

Regular Meeting
5:00 pm
April 25, 2016

Salado Public Library
1151 N Main St
Salado, Texas 76571

1. Declaration of quorum and call to order: Meeting opened at 5:00 pm with Connie Cryar, Diane Hodyniak, Bill Kinnison, Jeanie Lively, Maurine Nathanson and Sara Pettijohn present.
2. Public Forum (limited to five minutes per speaker): N/A
3. Secretary's report and reading of amended agenda for 3/28: Minutes were approved by consensus of Board.
4. Treasurer's Report: See Attachment 1.
5. Review, update and approve Investment Policy and Strategy Document: The Board unanimously approved the Investment Policy and Strategy Document. See Attachment 2.
6. Director' Report: Library Director Jeanie Lively presented the Director's Report. The Board approved free printing for students' homework pages. See Attachment 3 for report.
7. Space Utilization update: Bids for renovation are being received at this time, and detailed designs are being submitted to interested contractors. The Board approved parking lot striping bid. See Attachment 4.
8. Friends of the Library Report: The Friends did not meet in April; report expected after Friends Board meeting in May.
9. Agenda items for May Board Meeting: Swearing in of the Board members will take place before the meeting begins, and officers will be elected at the meeting. Conflict of interest statements will be signed by all Board members.
10. Adjourn: Meeting adjourned at 5:47 pm.

Submitted by Connie Cryar, April 26, 2016.

We reserve the right to adjourn to executive session during meeting. Next meeting: May 23, 2016, 5:00 pm.

Treasurer's Report**April 25, 2016**

submitted by Sara Pettijohn

Checking Account	Balance
Balance Sheet as of	
31-Mar-16	31,355.20
Current FSB Acct (04/20)	49,959.54

Sales Tax Revenue	Income	% Change
Apr 2016	21,341.11	9.5%
Apr 2015	19,490.75	
Period: Sep thru Apr		% Change
Cumulative for FY '16-'15	187,278.74	1.4%
Cumulative for FY '15-'14	184,775.74	
Budget for FY '16-'15	278,200.00	

Expenses: Sept. thru Mar	
Total Expenses YTD	148,040.90
Budgeted Expenses YTD	162,513.06
Over/Under Budget	under
Amount (over/under)	14,472.16
% of Budget Spent	54.2%
Fiscal Year Budget	272,908.76

CD Investments	Current	Rate	Matures
FSB (#100134661)	202,262.56	1.00%	Nov. 8, 2016
TEXPOOL	10,198.80	0.06%	n/a
Horizon 1036726(33064)	25,000.00	1.15%	Feb. 5, 2017
Compass (6717756132)	43,531.86	1.39%	Mar. 21, 2018
Compass (6721859930)	25,463.81	1.45%	May 1, 2017
Total Investment	306,457.03		

**SALADO PUBLIC LIBRARY DISTRICT
INVESTMENT RESOLUTION
April 25, 2016**

Government Code, Chapter 2256 (Public Funds Investment Act) authorizes the Salado Community Library District to purchase, sell, and invest its funds and funds under its control in investments authorized under the Public Funds Investment Act, in accordance with investment policies approved by the district.

Government Code, 2256.005 requires the district to adopt a written investment policy regarding the investment of its funds and funds under its control, including a separate written investment strategy for each of the funds or group of funds under its control, and to designate one or more officers or employees of the Salado Community Library District as investment officer to be responsible for the investment of funds consistent with the investment policy.

Government Code, 2256.023 requires the designated investment officer to prepare and submit to the finance committee and the board, not less than quarterly, a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. The report must describe in detail the investment position of the district on the date of the report, and must be prepared jointly and signed by each investment officer.

Pursuant to this legislation, in the resolution dated March 24, 2008, the district approved and adopted a written investment policy and written investment strategy applicable to funds of the district. The board of trustees has designated the board's Treasurer as investment officer.

Section 14.0 of the investment policy requires the investment officer to prepare and submit to each member of the committee and board of trustees an investment report on no less than a quarterly basis. The report must be prepared in accordance with the requirements of that section, including containing sufficient information to provide for a comprehensive review of investment activity and current investment instruments and performance for the reporting period.

Investment reports will be prepared for each quarter of the district's calendar year. The investment report for the period ending March 31, 2016 is attached as Exhibit A. It is therefore resolved by the board of trustees that the quarterly investment report attached as Exhibit A is accepted.

Submitted by: Sara Pettijohn, Treasurer, SPLD

Attachment: Exhibit A

Exhibit A

FINANCE REPORT 4th QUARTER 2015

As of April 25, 2015

INVESTMENTS	AMOUNT	INTEREST	DATE DUE
TEXPOOL Local Gov't Pool	\$10,198.81	.06%	NA
First State CD (Open)	\$205,720.48	1.00 %	Nov. 8, 2016
Compass CD	\$ 43,796.32	1.39%	March 21, 2018
Compass CD	\$ 25,731.22	1.45%	May 01, 2017
Horizon CD	\$25,000.00	1.15%	February 5, 2017
Total	\$310,446.83		

Change of investments from the 4th Qtr. is \$33,218.03. This amount reflects an automatic deposit of \$2,500 a month for January, February, March for a total of \$7500, and a new CD investment of \$25,000.

The interest earned for the Quarter (less the automatic deposit of \$2,500 per month) equals a total earned interest for the quarter of \$718.03

The CD at First State Bank matured on November 8, and interest rate was raised to 1.00% Interest on this account will be paid on November 1.

The CD 6717756132 at Compass bank matured in March and a new 2 year CD 6736968868 was opened at 1.39% interest rate, maturing March 21, 2018.

A \$25,000 CD with 1.15% interest rate was opened at Horizon Bank on February 5, 2016, maturing February 5, 2017, interest paid quarterly.

We will continue to search for any acceptable and approved financial options to maximize our return on investment. Funds are automatically being transferred monthly in the amount of \$2,500 from First State Bank (FSB) checking to our flexible FSB CD.

Our procedure of holding our working funds to cover payroll and other bills directly from our checking account has enabled us to maximize our interest during the year without causing us to pay fees to the bank for low balances. We continue to make all local deposits to the FSB checking account.

Submitted by Sara Pettijohn, Treasurer, SPLD

Library Director's Report April 2016

1. March Statistics

	March 2016	March 2015
Circulation	3,420	3,512
Electronic Materials	235	219
New Patrons	26	24
Computer Users	360	388

New Materials	Adult Books: 62 DVDs: 16 Audio Books: 1 YA Books: 45 Children/Youth Books: 32
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Recent Activities:

Adult Crafts – Bookpage Art: This month the crafts group created bookpage art using stamps, paint and decoupage. 8 people attended.

Movie: On Saturday, April 23, we screened the newest Star Wars film, The Force Awakens in our meeting room. 10 people, adults and children, attended the event.

Peeps Diorama Contest: This event actually began March 3. Patrons of all ages created a book-themed diorama using Peeps. The public voted on their favorites in the following categories: favorite diorama created by a family, favorite diorama created by a child under twelve, diorama by a teen and by an adult. The winners were: Connie Cryar in the adult category, Jose Pettijohn in the children's category, Kambry and Olivia Farris in the family category and Haley Brown in the teen category. Thanks to the Sugar Shack for their support of this contest and to Geri Neemidge for her work in organizing it.

Upcoming Activities:

Please look at the attached calendar for next month's events.

Coffee with the Director: The next coffee is set for April 28.

Strategic Plan: The library will have the first public meeting regarding the new long range plan on Thursday, May 5, at 6:30 pm. This is a change from the original date of April 28. A second meeting is planned for Thursday, May 19, at 6:30. This is also the first night we will be open late. We will invite people from all around the community to attend and to give us feedback on the new plan.

Extended Hours: Starting Thursday, May 19, the library will experiment with extending operating hours until 7:30 pm every Thursday night. I am

arranging to have special events on some of these nights to encourage attendance. We will start to advertise the extended hours in April to make sure the word gets out about the change. We will run this experiment for six weeks (June 23) and then take time to evaluate the attendance and decide if we want to continue the practice. Jane Hackley and I will be the staff on hand for these nights.

Survey Results: I have attached a sheet with the results of our recent survey. It is very interesting and gives us a lot to think about. Over the next few weeks we will take time to analyze these numbers in depth. I would appreciate any insights or questions that arise for you from these numbers.

Thank you Volunteers: I want to thank the following volunteers for their help last week while I was at TLA. Karen Kinnison and Alice and Thad Wilson worked with Elaine on Thursday and Emmy Alvarez and Barbara Stabeno volunteered their time on Friday. Thank you also to Pat Rehm, Caroline Fairlee and Lynda Pehoski for serving as back-ups in case the others were unable to work. A big thank you goes out to Elaine Eddings for filling in at the front desk for two days. We could not have done it without all of their help.