

**MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
APRIL 03, 2000**

Benbrook Senior Citizens Activity Center
1065 Mercedes Street
Benbrook, Texas 76126
7:00 P. M.

[WORK SESSION - 6:30 P. M. - Review of items on agenda. No action was taken.]

MEMBERS PRESENT:

Rick Heyser
Roxanne Hoyt
Jean Sherwin

Will Powers (arrived 7:52 p.m.
for Executive Session)
Ann Ziehe

MEMBERS ABSENT:

None

ALSO PRESENT:

Mike Baldwin
Robert Christensen
Susan Christensen

Manuel Gonzalez
Carroll Larson

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. A quorum was present and due notice had been published.

II. INVOCATION - Ann Ziehe

III. CONSIDERATION OF MINUTES

The minutes of the meetings of the Board held on March 06, 2000 and March 13, 2000 were distributed. Moved (Hoyt), seconded (Sherwin) and carried (unanimous) that the minutes of March 06 be approved as distributed. Moved (Sherwin), seconded (Hoyt) and carried (unanimous) that the minutes of March 13 be approved as distributed.

IV. REPORTS

A. DIRECTOR

1. Baldwin submitted the *Library Director's Report for April 3, 2000* stating that he attended a PLANT meeting, ordered approximately \$5,000 worth of books, did a comparison of library group insurance cost coverage and finalized establishment of group insurance with the City of Benbrook, reported information related to the Establishment Grant, and completed the Annual Statistical Report to the Texas State Library. He also discussed the possibility of the District issuing bonds with bond consultant Boyd London, worked on elements related to the upcoming election, and received results of the Community Survey and presented a summary of some of the results to the Board. Baldwin also composed the letter to the City Manager of Benbrook offering \$563,000 for the purchase by the District of the Senior Citizens Activity Center.
2. Baldwin also presented for review by the Trustees the document *Proposed Budget for Benbrook Library District for Fiscal 1999-2000 and 2000-2001 (Rev. 3/29/00)*.

B. TREASURER'S REPORT

March, 2000 Summary:

Beginning Balance	\$ 75,962.95
Total Deposits	29,465.21
Total Expenses	3,445.46
Ending Balance	\$101,982.70

V. OLD BUSINESS

A. FINANCIAL MANAGEMENT

Heyser provided copies to the Board of the draft document *Salado Public Library District Investment Policy*. This is to provide information for future possibilities.

B. SITE SELECTION

The Board has made an offer to the City of Benbrook to purchase the Senior Citizens Activity Center for \$563,000. A work session following the next City Council meeting will allow an initial discussion addressing the offer and concerns pertaining to it. Sherwin has received numerous negative comments concerning the site decision. Hoyt and Ziehe reported having received positive comments.

C. BUDGET

Moved (Ziehe), seconded (Hoyt) to accept the proposed budget for fiscal year 1999-2000 [amended (Heyser): as presented in column A of the Proposed Budget]. Carried (unanimous).

D. GROUP INSURANCE CONTRIBUTION

Moved (Sherwin) and seconded (Hoyt) to accept the Library Director's proposal. Following discussion of the pros and cons of the District's contributing to the employees' share of insurance, Heyser proposed a friendly amendment to table the item at this time. This was accepted by Sherwin and Hoyt; no action was taken.

E. OTHER OLD BUSINESS

1. *District Website:* Robert Christensen, the Library District's volunteer webmaster, put forward a proposal to create an online community calendar on the District's website. This could allow various citizen's groups and city entities to post events on one central site for the benefit of Benbrook residents. The Trustees agreed that this would be in line with the purpose of the Benbrook Library: to provide information. The Director will work with Mr. Christensen to develop for the Board's review policy guidelines for such a calendar.
2. *Payroll Services:* Hoyt has spoken with Sherry Neuhaus to get the transition in order for the City's financial officer to do the payroll for Benbrook Library District employees.

VI. NEW BUSINESS

A. LIBRARY HOURS

Moved (Heyser), seconded (Ziehe) and carried (unanimous) to work toward extending Library hours, these to be in place by the time of the beginning of the Summer Reading Program. Baldwin will recommend changes in hours reflecting any change in (addition of) personnel.

B. AIR CONDITIONER

Moved (Hoyt), seconded (Sherwin) and carried (unanimous) that the Library's air conditioner be repaired or replaced as needed.

C. TIF GRANT ACCEPTANCE

Moved (Ziehe), seconded (Sherwin) and carried (unanimous) to accept the TIF Grant. The Telecommunications Infrastructure Fund Board Technology Advancement Grant is for the amount of \$29,929 and will fund the development of Internet access at the Library for Benbrook citizens.

D. TRUSTEE PLAQUES

Moved (Heyser), seconded (Sherwin) to empower the Library District to get information for recommendations on getting plaques in a permanent location in the Library to honor Board members and Friends who made the District possible. Friendly amendment offered by Ziehe (accepted by Heyser and Sherwin) to allow the purchase of these plaques. Motion carried (unanimous).

E. BOARD BYLAWS - ELECTIONS

The Board will begin the process of deciding how to handle future Library District Trustee elections (whether Trustees will be elected by "place" or by being top vote-getters for the position).

F. OTHER NEW BUSINESS

None.

VII. PUBLIC COMMENT

Mr. Gonzalez asked about the term "by place" referring to election of Trustees. He also asked about insurance options for District employees.

VIII. EXECUTIVE SESSION PURSUANT TO SEC. 551.074, GOVERNMENT CODE, DELIBERATION REGARDING REAL PROPERTY: PERSONNEL

The Board went into Executive Session at 7:50 p.m. and came out of this session at 8:19 p.m. No action was taken.

IX. PERSONNEL ACTION

Moved (Heyser), seconded (Hoyt) and carried (unanimous):

1. to amend the Director's contract to extend the time to establish residency in Benbrook until July 31, 2000,
2. to increase the District's payment for family health coverage to \$384.00 per month, with the employee paying \$215.00 per month for family coverage, and
3. to cover his expenses to T.L.A. by paying his mileage, registration, room and a per diem rate of \$35 per day.

X. ADJOURNMENT

There being no further business, moved (Ziehe), seconded (Sherwin), and carried (unanimous) that the meeting be adjourned at 8:20 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary