

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING

August 12, 2002

Benbrook Public Library

1065 Mercedes Street

Benbrook, Texas 76126

6:30 P. M.

MEMBERS PRESENT:

Rick Heyser
Bob Olmstead

Jean Sherwin
Ann Ziehe

MEMBERS ABSENT:

Manny Gonzalez

ALSO PRESENT:

Mike Baldwin

I. CALL TO ORDER

The meeting was called to order at 6:30 p.m. A quorum was present and due notice had been published.

II. INVOCATION - Ann Ziehe

III. CONSIDERATION OF MINUTES

The minutes of the meeting of the Board held on July 01, 2002 were distributed. Motion (Sherwin), second (Olmstead), carried (unanimous) that the minutes be approved as distributed.

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for July, 2002* in which he highlighted milestones and attainments of the Benbrook Public Library during the month of July. The Library Director's monthly reports are available to the public in the Director's office at the Library.

B. TREASURER, BOARD OF TRUSTEES

1. JULY, 2002 SUMMARY:

	Month:	Fiscal YTD:
Total Income	38,675.23	472,011.73
Total Expenses	42,769.11	395,335.25
Total Income - Total Expenses	76,676.48	
Investment Interest	669.32	
Current Investment Balance		416,839.10
Current Checking Acct. Balance	53,400.80	
Curr. Invest. Bal. + Curr. Bank Bal.		470,239.90

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF JULY 31, 2002:

Beginning Balance	416,169.78
Total Deposits	0.00
Total Withdrawals	0.00
Total Monthly Interest	669.32
Current Balance	416,839.10
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	291,839.10

V. OLD BUSINESS

A. LANDSCAPING

On September 28, volunteers from the Boy Scouts and the Friends of the Benbrook Public Library will participate in a time of cleaning the grounds and working on the landscaping of the Library.

B. FY 2002-2003 BUDGET

The Board will meet Monday, August 19 for a worksession on the budget.

C. WEBSITE LINKS POLICY

Since Baldwin had not yet received a reply from the District's attorney concerning questions about this policy, the Board deferred consideration of this matter until the September regular meeting.

D. OTHER OLD BUSINESS

None.

VI. NEW BUSINESS

None.

VII. PUBLIC COMMENT - Opportunity to express concerns/comments to the Board

No members of the public were in attendance.

VIII. EXECUTIVE SESSION PURSUANT TO SEC. 551.074, GOVERNMENT CODE, DELIBERATION REGARDING PERSONNEL MATTERS: LIBRARY DIRECTOR'S EVALUATION

The Board went into Executive Session at 7:01 p.m. and came out of this session at 7:36 p.m. No action was taken. Board president Heyser stated after the session that the majority of the Board ranked Library Director Mike Baldwin as excellent and that the Board thanks the Director for the work he has done for the Library.

IX. ADJOURNMENT

There being no further business, motion (Olmstead), second (Sherwin), carried (unanimous) to adjourn the meeting at 7:39 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary

**MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
(WORK SESSION)**

August 19, 2002

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6:30 P. M.

MEMBERS PRESENT:

Manuel Gonzalez	Jean Sherwin
Rick Heyser	Ann Ziehe
Bob Olmstead	

MEMBERS ABSENT:

None

ALSO PRESENT:

Mike Baldwin

I. CALL TO ORDER

The meeting was called to order at 6:35 p.m. A quorum was present and due notice had been published.

II. WORK SESSION ON LIBRARY BUDGET FOR FISCAL 2002-03

The Board and Director discussed general budget issues facing the Benbrook Public Library in the coming fiscal year. The Board reached a tentative consensus regarding budget items, including, for example, the amount that to be budgeted for employee pay raises and the amount to be budgeted for books. No action was taken. The Director will present the finalized budget for review and possible approval at the Board of Trustees meeting on September 9, 2002.

III. ADJOURNMENT

There being no further discussion, the work session was adjourned at 7:45 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary