

**MINUTES**  
**BENBROOK LIBRARY DISTRICT**  
**BOARD OF TRUSTEE MEETING**  
August 20, 2012

Benbrook Public Library  
1065 Mercedes Street  
Benbrook, Texas 76126  
Regular Meeting at 6:30 p.m.

Members Present:

Roy "Corky" Baird	Julie Bakke	Robert Christensen
Aubra Gantt	Manny Gonzalez	

Also Present:

Mike Baldwin	Steve Clegg	Anita Mitchell
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I. CALL TO ORDER

The meeting was called to order at 6:34. A quorum was present and due notice was published.

II. Approval of meeting minutes of July 16, 2012

The minutes of the meeting of the Board held July 16, 2012 were distributed. A motion was made by Julie, second by Corky that we accept the minutes as written, motion carried (unanimous).

III. Reports

A. Report by Library Director and Assistant Director of business activities for the District during July, 2012, including meetings attended, District business conducted, financial transactions and progress in the application of technology to library service.

Robert asked about the eBook platform. Steve gave a report on the July meeting with other librarians on the SAI platform. Steve also explained about the overdrive proposal. Robert asked that something be put on the agenda for September about the proposal for the overdrive program.

B. Investment Officer, Board of Trustees, Report of Status of the District's Investments And TexPool statement as of July 31, 2012.

Corky reported on the District's Investment and presented several charts.

TEXPOOL INVESTMENT SUMMARY AS OF JULY 31, 2012

Beginning Balance	\$1,609,821.41
Total Deposits	\$0.00
Total Withdrawals	\$23,072.99
Total Monthly Interest	\$178.49
Current Balance	\$1,586,926.91
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$1,336,926.91

C. Treasurer, Board of Trustees, Report of financial status of the District as of July 31, 2012, including income, expenditures, and accounting reports.

Julie gave the treasurers report for the month ending July 31, 2012.

	Month:	Fiscal YTD:
Total Income	\$92,882.89	\$912,141.93
Total Expenses	\$63,955.53	\$663,305.83
Total Income - Total Expenses	\$28,927.36	\$248,836.10
Investment Interest	\$178.49	
Current Investment Balance	\$1,586,926.91	
Current Checking Acct. Balance	\$72,130.93	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,659,057.84	

D. Report by Assistant Director on development of a new library website.

Steve reported that we do have the website but are still doing some adjustments before it is open to the public. We hope to launch by September 1.

IV. Old Business

A. Consider a firearms policy for the library.

Mike reported on his talk with Chief James Mills. Chief Mills said that we can make a

policy that is enforceable as policy but not as a law. Julie made a motion, second by Manny that we accept the firearms policy as stated: "Firearms, illegal knives, and other weapons prohibited by law are banned from Library premises to the fullest extent permitted by law." Motion carried (unanimous).

B. Consider designating TexPool as the District's Fund for Frost loan payments.

Corky made a motion that we move the excess amount in TexPool to Compass bank. Julie seconded the motion. There was a discussion on the motion. On the vote the motion failed by 4 to 1.

C. Consider proposed budget for FY2013.

Mike said the construction on Hwy 377 would possibly make a 10% drop in sales tax in 2013. He also went over the different options presented for adding new staff. Robert asked Mike to do a report to justify the added staff and show if any more open hours can be added to the Library. The board talked about the salary increase and what amount they might give. Mike will give a copy of the old salary survey study to Aubra.

D. Other old Business.

There was not any other old business.

## V. New Business

A. Approve resolution, order, and notice for November 6, 2012 election.

A motion was made by Corky, second by Manny to approve the November 6, 2012 election resolution, motion carried (unanimous).

B. Consider approving contracts over \$5,000.00 for renewal without bids.

Motion was made by Julie, second by Aubra to approve the contracts for 2012/13 as stated by Mike in his report. Motion carried (unanimous).

C. Consider approving upgrade of server closet and equipment.

Motion was made by Julie, second by Corky to approve the equipment and server upgrade as written not to exceed \$20,000, motion carried (unanimous).

D. Consider approving Library Director's attendance at PLANT conference.

Motion made by Corky, second Aubra to approve Library Director's attendance at PLANT conference. Motion approved by 4, with one Board member abstaining.

E. Executive session Pursuant to Sec. 551.074, Government code, deliberation regarding personnel matters: Library director's evaluation.

Robert did not get everyone's evaluation so the evaluation will be moved to the September meeting.

The session of the regular meeting was put on hold at 8:15 p.m. so that the Board could go into Executive Session.

VI. Return to open session at 8:38,

VII. Public Comment.

There was an earlier comment made by Anita Mitchell about her personal observations. There were no further comments made.

VIII. Adjournment.

Having no further business, motion by Corky, second by Manny motion carried (unanimous) to adjourn the meeting at 8:45.

Respectfully submitted,

Aubra Gantt, Secretary

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