

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEE MEETING
August 26, 2013

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
Carol Hafer	Anita Mitchell	

Also Present:

Mike Baldwin	Steve Clegg	Kathy Ledford
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I. CALL TO ORDER

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

II. Approval of meeting minutes of July 29, 2013.

A motion was made by Julie and second by Corky to accept the minutes as written. The motion carried (unanimous).

III. Reports

A. Report by Library Director and Assistant Director of business activities for the District during July, 2013, including meetings attended, and all District business conducted.

The reports had been mailed to the Board members and Mike asked if there were any questions about the reports. Robert asked how many people attended the Social Issues program. Mike said that 12 attended. Robert also mentioned about the city and Library partnership on the sidewalk and that it was in the newspaper.

B. Investment officer, Board of Trustees, report of status of the District's Investments And TexPool statement as of July 31, 2013.

Corky gave reports of Compass Bank overview and TexPool. He said that he had not moved any money into TexPool this month because of the low interest rate. The interest that TexPool gives is 0.0552%.

TEXPOOL INVESTMENT SUMMARY AS OF JULY 31, 2013

Beginning Balance	\$1,709,489.72
Total Deposits	\$0.00
Total Withdrawals	\$23,072.99
Total Monthly Interest	\$76.46
Current Balance	\$1,686,493.19
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$1,436,493.19

C. Treasurer, Board of Trustees, report of financial status of the District as of July 31, 2103, including income, expenditures and accounting reports.

Julie gave the treasurers report of District finances.

TREASURERS REPORT FOR JULY 31, 2013

	Month:	Fiscal YTD:
Total Income	\$99,237.63	\$890,014.85
Total Expenses	\$79,970.07	\$770,654.66
Total Income - Total Expenses	\$19,267.56	\$119,360.19
Investment Interest	\$76.46	
Current Investment Balance	\$1,686,493.19	
Current Checking Acct. Balance	\$77,544.66	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,764,037.85	

Corky asked if Mike could check and see what the payoff for the Frost Bank loan was now and what the payoff penalty would cost.

IV. Old Business

A. Consider preliminary budget proposal for FY 2013-14.

Steve talked about the budget figures that was projected on the reports he gave the Board. Robert asked about the projected amount of income on the report. Steve and Mike answered his question about what amount was projected for August and September. Carol mentioned that the work on Hwy 377 may not actually start until next year so that the Library income may not drop until then. Corky said that we still had a good overage in the Income as of now.

Robert asked Steve if there had been any changes in the proposal of the Staff salaries. Anita asked if Steve would email the Board, before the next meeting, the figures he has about the cost of the various salaries for employees and what he would suggest.

B. Consider proposal for a 360 staff evaluation plan.

Mike had a hand out on information he received from various library directors. Anita handed out the form that was worked up to use as a Supervisor evaluation. Robert talked about what he hopes will be accomplished by using this evaluation. The evaluations will be mailed to the Staff and the response from them will be mailed to Robert. Corky made a motion that the Board use the presented evaluation form, it was seconded by Carol, motion passed (unanimous).

C. Other old business.

There was not any other old business.

V. New business

A. Consider approving renewal of long-term contracts over \$5,000 but under \$25,000.

Mike gave the Board a list of ten contracts that he suggested be continued because of their satisfactory service to the library. A motion was made by Julie, second by Anita to extend the contracts on the ten companies presented to the Board. Motion passed (unanimous).

B. Other new business.

Robert mentioned that he needed the other Board members to email him the evaluations on Mike. Carol said that she did not get the form for the evaluation and Mike said that he would Email her another copy. Carol said that there was a possibility that Benbrook may extend their City limits farther South. Would the Library District also cover that extension, Mike said that the Library District includes whatever the Benbrook city limit covers. Julie asked if there had been any applications for the Library Board. Mike said that there had only been three and that would cover the members up for reelection and because of that the Library would not need to have an election. The city did not need to have one either. Corky talked about the showing of the video on "Once upon a time in Benbrook". He said that he bought a video of the life of Vernon Castle and that the Benbrook Historical Society may show it along with the History of Benbrook.

VI. Public Comment

There was none.

VII. Adjournment

Corky made a motion second by Julie to adjourn. Motion passed (unanimous). Meeting was Adjourned at 7:20 p.m. Next meeting will be on September 30, 2013.

Respectfully submitted,

Anita Mitchell, Secretary