

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 10, 2001
Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6:30 P. M.

MEMBERS PRESENT:

Manny Gonzalez	Jean Sherwin
Rick Heyser	Ann Ziehe
Bob Olmstead	

MEMBERS ABSENT:

None

ALSO PRESENT:

Mike Baldwin	Carroll Larson
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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 November 12, 2001 were distributed. Motion (Gonzalez), second (Heyser), carried (unanimous) that the minutes be approved as distributed.

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for November, 2001*. Highlights follow.

The Director...

>prepared the second issue of the BPL newsletter.

>took bids and wrote a recommendation for a Library sign.

>met with the District's CPA to initiate the District's annual audit.

>together with the Friends of the BPL, organized the appreciation dinner for the Library's volunteers.

>met with members of the West Side 4H Club and the Friends to plant wildflowers in the field behind the Library.

B. TREASURER

1. November, 2001, summary:

	Month:	Fiscal YTD:
Total Income	45,217.26	114,316.40
Total Expenses	87,582.52	129,332.00
Total Income - Total Expenses		(-)15,015.60*
Investment Interest	651.97	
Current Investment Balance		302,368.08
Current Checking Acct. Balance	138,000.20	
Curr. Investment Bal. + Curr. Bank Bal.	440,368.28	

2. Negative amount above (*) reflects the one-time MetroPac payment.

C. INVESTMENT OFFICER

TEXPOOL INVESTMENT SUMMARY AS OF NOVEMBER 30, 2001:

Beginning Balance	301,716.11
Total Deposits	0.00
Total Withdrawals	0.00
Total Monthly Interest	651.97
Current Balance	302,368.08
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	177,368.08

V. OLD BUSINESS

A. LIBRARY SIGN

Baldwin presented his written *Recommendation On Purchase of A Lighted Monument Sign*, in which he recommended that the Board approve one of the designs by Tom Short Signs. Motion (Olmstead), second (Gonzalez), carried (unanimous) to accept the Director's recommendation, pending favorable references.

B. OTHER OLD BUSINESS

None.

VI. NEW BUSINESS

A. TEXSHARE BORROWING PRIVILEGES

Blank TexShare Cards have been obtained from the Texas State Library. BPL patrons can now register for and receive a TexShare card which will allow them direct access to materials available at the many Texas public libraries, colleges, community colleges and universities (public and private) which participate in the TexShare program.

B. OTHER NEW BUSINESS

The Board requested that the Director initiate the process of expansion planning.

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

Carroll Larson remarked that the Volunteer Appreciation Dinner was a great success.

VIII. ADJOURNMENT

There being no further business, motion (Olmstead), second (Sherwin), carried (unanimous) to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary