

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 09, 2002
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

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

Consideration of the minutes of the meeting of the Board held on November 11, 2002 was tabled.

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for November, 2002*, in which he highlighted milestones and attainments of the Benbrook Public Library and activities of the staff during the month of November. 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. NOVEMBER, 2002 SUMMARY:

	Month:	Fiscal YTD:
Total Income	43,910.93	84,191.71
Total Expenses	26,384.67	71,802.54
Total Income - Total Expenses		12,389.17
Investment Interest	635.48	
Current Investment Balance		495,547.73
Current Checking Acct. Balance	44,913.93	
Curr. Invest. Bal. + Curr. Bank Bal.		540,461.66

2. VISA CARD

The Board and the Director reviewed the use of the District's Visa card for District business.

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF (DATE):

Beginning Balance	494,912.27
Total Deposits	0.00
Total Withdrawals	0.00
Total Monthly Interest	635.48
Current Balance	495,547.75
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	37,0547.75

V. OLD BUSINESS

None.

VI. NEW BUSINESS

A. BENBROOK LIBRARY CHARRETTE - SELECT DATE

After discussion, the Board requested that Baldwin inquire whether architect Maureen Arndt can schedule the charrette for January 20 (Martin Luther King, Jr. holiday), or from 3 p.m. to 9 p.m. on a weekday in January.

B. REPORT ON BENBROOK CHARRETTE

Baldwin gave a Power Point presentation reviewing the recent charrette concerning future growth possibilities for Benbrook.

C. OTHER NEW BUSINESS

Ziehe and Sherwin are considering purchasing living Christmas trees and donating them to the Library for landscaping additions.

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

There were no members of the public in attendance.

VIII. ADJOURNMENT

There being no further business, motion (Olmstead), second (Gonzalez), carried (unanimous) to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary