

**MINUTES  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
December 10, 2007**

**Benbrook Public Library  
1065 Mercedes Street  
Benbrook, Texas 76126  
6:15 P. M.**

**MEMBERS PRESENT:**

**Manuel Gonzalez  
Rick Heyser  
Jean Sherwin  
Corky Baird**

**MEMBERS ABSENT:**

**Julie Bakke**

**ALSO PRESENT:**

**Michael Baldwin, Director**

**CALL TO ORDER**

The meeting was called to order at 6:15 p.m. A quorum was present and due notice had been published.

**CONSIDERATION OF THE MINUTES**

Minutes of the meeting of the Board held on November 12, 2007 were distributed. Motion (Gonzalez), second (Baird), carried (unanimous) that the minutes be approved as written.

**Reports**

**A. LIBRARY DIRECTOR**

Baldwin submitted the Library Director's Report for November 2007. The Library Director's monthly reports are available to the public in the Director's office at the Library. They are also available online at the District's website, [www.benbrooklibrary.org](http://www.benbrooklibrary.org), along with Board of Trustees meeting minutes and recent Treasurer's reports.

**B. INVESTMENT OFFICER'S REPORT**

**TEXPOOL INVESTMENT SUMMARY AS OF November 30, 2007:**

Beginning Balance	\$1,414,230.68
Total Deposits	\$0.00
Total Withdrawals	\$145,000.00
Total Monthly Interest	\$4,982.56
Current Balance	\$1,274,213.24
Earmarked as "Reserve Fund"	\$125,000.00

**C. TREASURER'S REPORT**

	Month:	Fiscal YTD:
Total Income	\$ 73,154.28	\$126,811.43
Total Expenses	\$36,450.15	\$79,756.51
Total Income - Total Expenses	\$36,704.13	\$47,054.92
Deposit/Credits& Interest	\$73,154.28	
Current Investment Balance	\$1,24,213.24	
Current Checking Acct. Balance	\$23,064.50	
Curr. Invest. Bal. + Curr. Bank Bal.	\$1,303,154.53	

**Old Business**

**A. Library Facility**

Carpet delivery will be delayed and cost more than was originally budgeted. After much discussion, the carpet order will be unchanged.

Board is waiting for work completion schedule from Prime. Director will look into this.

**B. Gas Lease Status Report**

A committee has been appointed to meet with TXO and other competing companies

**NEW BUSINESS**

- A. Director submitted a preliminary text for Trustees' service plaque. Dates of service were clarified. Baldwin will order plaque.**
- B. Director submitted a budget adjustment for employees' insurance amount. Subject tabled until January's meeting in order to verify exact amounts of required adjustment.**
- C. Director submitted a proposal to increase the original budgeted amount for the Audio/Visual Award. Savings from other funding and a \$5000.00 contribution from the Friends of the Library will cover the additional cost. Motion (Gonzalez), second (Baird), carried (unanimous) that an amount not to exceed \$26,925.00 be awarded to Entertainment Systems Producers of Texas for equipment and installation.**

**PUBLIC COMMENT**

No public comment

**ADJOURNMENT**

There being no further business, motion (Baird), second (Sherwin), carried (unanimous) to adjourn the meeting at 6:55p.m.

Respectfully submitted,

Jean Sherwin, Trustee