

**MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 7, 2000**

Benbrook Senior Citizens Activity Center
1065 Mercedes Street
Benbrook, Texas 76126
7:00 P. M.

[WORK SESSION - 6:30 P. M. General review of topics on the agenda. No action was taken.]

MEMBERS PRESENT:

Rick Heyser	Jean Sherwin
Roxanne Hoyt	Ann Ziehe

MEMBERS ABSENT:

Will Powers

ALSO PRESENT:

Mike Baldwin	Pat Gray (arrived 8:00 p.m.)
Carroll Larson	Raymond Turco
Manuel Gonzalez	

I. CALL TO ORDER

The meeting was called to order at 7:00 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 January 3, 2000 were distributed. Moved (Hoyt), seconded (Sherwin) and carried (unanimous) that the minutes be approved as amended, with revision of the December, 1999 Treasurer's Report to include an additional deposit.

IV. REPORTS

A. DIRECTOR

1. Baldwin submitted the *Library Director's Report for February, 2000* stating that he applied for a TIF grant

from Texas State Library, applied for and used the District credit card for District expenses, had installed voice mail, ISP service and a second phone line for Internet access at the Library, attended Internet/Library-related workshops, and sent an *Intent to Apply* form for a second year of the Establishment Grant. He also informed the Board that the District will receive a \$2,000 NTRLS mini technology grant which will be used for a computer and laser printer, and that election forms to be completed by candidates for the Library District Board of Trustees are now available at the Library.

2. Baldwin presented the chart *Site Size Requirements for Community Libraries...* for consideration.
3. Heyser requested that Baldwin draft a budget for the Library based on projected revenue of \$450,000, and that he email packets to the Board at least a week in advance for earlier review.

B. LIBRARY BUILDING COMMITTEE

1. The committee met on January 24, 2000. Preliminary issues were discussed.
2. Members of the committee are: Chair Rick Heyser, Mike Baldwin, Robert Christensen, Victor Garcia, Dave Gattis, and Bob Pesche.

C. SITE SELECTION COMMITTEE

1. In January, Jean Sherwin, Mike Baldwin, Roxanne Hoyt, and Carroll Larson met with representatives of the Benbrook Senior Citizens organization to discuss the possibility of an agreement between the Seniors, the City of Benbrook and the District whereby the current Senior Citizens Center located at 1010 Mercedes Street might be used as a temporary facility for the Benbrook Library.
2. The Senior Citizens representatives said that they were unaware that either the City or the District was interested in possibly obtaining use of the Center.
3. Since there is confusion on this issue, and since the Trustees respect and value the goodwill of the Senior Citizens, Committee chair Jean Sherwin recommends that the Board not pursue the matter any further.

D. TREASURER'S REPORT

1. The District received its second sales tax check from the State of Texas in the amount of \$25,669.34 for the month of November, 1999.
2. The next check will be for the month of December and is anticipated to be a larger amount; the District will also then receive a quarterly sales tax check from the State.

V. OLD BUSINESS

A. COMMUNITY SURVEY

1. Raymond Turco was present at the meeting and stated that his company can start the survey within the next few weeks. He asked that the survey not be announced in the local papers before it takes place, since publicizing it ahead of time could interfere with obtaining a random, unbiased survey of attitudes.
2. The possibility of surveying youth was discussed. The Board considered which segment of Benbrook youth could be surveyed, and whether any additional expense would be involved. Mr. Turco stated that if a written survey of students was permitted at a school, the number of phone surveys could be reduced to keep the costs the same.
3. Moved (Heyser), seconded (Hoyt) and carried (unanimous) that Turco proceed with the survey with the inclusion of surveying high school students. The Board desires the survey to proceed as soon as possible.

B. BOARD BYLAWS: Moved (Hoyt), seconded (Ziehe) and carried (unanimous) to amend the District Bylaws, Section 5 Compensation, to read "Trustees shall be *reimbursed* for their expenses at the rate of \$50.00 per month."

C. FINANCIAL SERVICES PROPOSAL: Moved (Sherwin), seconded (Ziehe) and carried (unanimous) to accept as amended the Library Director's *Recommendation For Financial Services and Group Insurance from City of Benbrook*. Hoyt will double-check with the City about vacation days.

VI. NEW BUSINESS

- A. APPROVE RESOLUTION TO HOLD AN ELECTION: Moved (Hoyt), seconded (Heyser) and carried (unanimous) to approve *RESOLUTION 2000-1 BY THE BOARD OF TRUSTEES OF BENBROOK LIBRARY DISTRICT CALLING AN ELECTION FOR THE PURPOSE OF ELECTING TWO TRUSTEES, DESIGNATING POLLING PLACES AND APPOINTING AN EARLY VOTING CLERK.*
- B. DESIGNATE ELECTION OFFICIAL: Moved (Heyser), seconded (Hoyt) and carried (unanimous) to designate Mike Baldwin as the Election Official.
- C. OTHER NEW BUSINESS: Moved (Heyser), seconded (Sherwin) and carried (unanimous) that Mike Baldwin and Roxanne Hoyt will meet with representatives of the Benbrook Water and Sewer Authority to discuss the proposed lease of property at 101-C Del Rio Street.

VII. PUBLIC COMMENT

Manuel Gonzalez questioned the decision not to survey middle school students.

VIII. EXECUTIVE SESSION PURSUANT TO SEC. 551.074, GOVERNMENT CODE, DELIBERATION REGARDING REAL PROPERTY: SITE SELECTION

The Board went into Executive Session at 7:50 p.m. and came out of this session at 9:10 p.m. No action was taken.

IX. ADJOURNMENT

There being no further business, moved (Hoyt), seconded (Sherwin), and carried (unanimous) that the meeting be adjourned at 9:12 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary