

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
February 7, 2005

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6:30 P. M.

MEMBERS PRESENT:

- Jean Sherwin
- Rick Heyser
- Julie Bakke
- John Fares
- Manny Gonzalez

MEMBERS ABSENT:

- None

ALSO PRESENT:

- Mike Baldwin
- Jeff Pittman
- Kelvin Mullins

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. Building Committee Report

Kelvin Mullins from the building committee and Jeff Pittman from Sedalco Construction Services presented a summary of available project delivery methods for construction to the board. They described the various methods and gave advantages and disadvantages to for each method, to help the board make an informed choice about the construction of the addition to the Benbrook Public Library.

III. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on December 13, 2004 were distributed. Motion (Sherwin), second (Gonzales), carried (unanimous) that the minutes be approved as distributed

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for January 2005*, in which he highlighted milestones and attainments of the Benbrook Public Library as well as activities of the staff during that month. 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, along with Board of Trustees meeting minutes and recent Treasurer's reports.

B. TREASURY REPORT

January 2005 SUMMARY:

	Month:	Fiscal YTD:
Total Income	44018.89	179,851.36
Total Expenses	35344.72	151,451.43
Total Income - Total Expenses		8,674.17
Investment Interest	662.18	
Current Investment Balance		360,756.76
Current Checking Acct. Balance		25,482.74
Curr. Invest. Bal. + Curr. Bank Bal.		376,403.94

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF February 1, 2005:

Beginning Balance	340,094.56
Total Deposits	20,000.00
Total Withdrawals	0.00
Total Monthly Interest	662.18
Current Balance	360,756.76
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	235,756.76

V. OLD BUSINESS

A. LIBRARY FACILITY

The Board discussed the presentation by Mullins and Pittman. The consensus was to ask the building committee what method of construction they would recommend. Baldwin will be in contact with each of the building committee members and set a meeting time when all members can attend.

B. OTHER OLD BUSINESS

The board decided to change the March meeting date from the 14th to the 21th due to allow ample time for the building committee to meet. The next board meeting will be held on the 21th of March at 6:00.

VI. NEW BUSINESS

A. ELECTION RESOLUTION

Motion (Fares), second (Bakke), carried (unanimous) to approve RESOLUTION 2005-0207 as presented by the Director, calling an election to be held on the first Saturday in May, for the purpose of electing trustees for the Benbrook Library District. Three trustee positions, currently filled by Bakke, Fares and Sherwin, will be up for election.

B. ORDER OF GENERAL ELECTION

Motion (Fares), second (Bakke), carried (unanimous) to accept as written the *ORDER OF GENERAL ELECTION*.

C. NOTICE OF GENERAL ELECTION

Motion (Fares), second (Bakke), carried (unanimous) to accept as written the *NOTICE OF GENERAL ELECTION*.

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

No comments were voiced.

VIII. ADJOURNMENT

There being no further business, motion (Sherwin), second (Gonzalez), carried (unanimous) to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Julie Bakke, Secretary