

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEE MEETING
February 20, 2017

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
Regular Meeting at 6:30 p.m.

Members Present:

Roy "Corky" Baird Robert Christensen Carol Hafer
Anita Mitchell Rachel Dillard

Also Present:

Steve Clegg Kathy Ledford

I. CALL TO ORDER

The meeting was called to order by Robert Christensen, President at 6:33 p.m.

II. Approval of January 16, 2017 meeting minutes.

A motion was made by Corky, second by Anita to approve the minutes. Motion carried (unanimous).

III. Reports

A. Report by Library Director of notable activities for the District during February, 2017, including meetings attended, district business conducted, financial transactions, programs presented and progress in the application of technology to library services. Steve gave some highlights of his report. The motherboard to the laser engraver was damaged by a patron. A replacement was ordered and will be installed. The cost was \$1,103.38. The newly renovated family restroom was opened to the public. The MakerSpace and IT office will be completed soon.

B. Investment officer, board of trustees, report of status of the district's investments and TexPool statement as of January 31, 2017.

Corky gave his report of the bank overview and the TexPool statement. We have about a 3% average over income needed.

TEXPOOL INVESTMENT SUMMARY AS OF JANUARY 31, 2017

Beginning Balance	\$1,243,267.96
Total Deposits	\$0.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$568.59
Current Balance	\$1,243,836.55
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$993,836.55

C. Treasurer, board of trustees, report of financial status of the district as of December 31, 2016 and January 31, 2017 including income, expenditures and accounting reports.

Carol gave the reports for December 31, 2016 and January 31, 2017.

TREASURERS REPORT AS OF DECEMBER 31, 2016

	Month:	Fiscal YTD:
Total Income	\$88,530.47	\$268,851.32
Total Expenses	(\$109,467.91)	(\$293,022.52)
Total Income - Total Expenses	(\$20,937.44)	(\$24,171.20)
Investment Interest	\$482.38	
Current Investment Balance	\$1,243,267.96	
Current Checking Acct. Balance	\$101,128.93	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,344,396.89	

TREASURERS REPORT AS OF JANUARY 31, 2017

	Month:	Fiscal YTD:
Total Income	\$87,492.44	\$356,343.76
Total Expenses	(\$83,557.21)	(\$376,579.73)
Total Income - Total Expenses	\$3,935.23	(\$20,235.97)
Investment Interest	\$568.59	
Current Investment Balance	\$1,243,836.55	
Current Checking Acct. Balance	\$86,206.58	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,330,043.13	

IV. Old Business

Steve will be purchasing the new poster printer. The printer is around \$3000.00 less than the original one he was going to purchase. The new one is a better printer. He is going to hold up on the laminator and scanner.

V. New Business

A. Consider auditor's engagement letter for FY 2016.

A motion was made by Carol, second by Rachel to approve the auditor's letter. motion passed (unanimous).

B. Consider revised MakerSpace (the Cove) policy

A motion was made by Anita, second by Carol to accept the Cove equipment policy. motion passed (unanimous).

C. Consider Homebound Service Policy.

A motion was made by Carol, second by Anita to accept the policy with a few minor changes to the application. Motion passed (unanimous).

D. Other new business

There was no other new business.

VI. Public Comment

There was no public comment.

VII. Adjournment

A motion was made by Anita, second by Carol to adjourn. Motion passed, meeting adjourned At 7:10 p.m.

Respectfully submitted

Rachel Dillard
Secretary

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