

MINUTES  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
January 19, 2009

Benbrook Public Library  
1065 Mercedes Street  
Benbrook, Texas 76126  
6:00 P. M.

Members Present:

- Rick Heyser • Julie Bakke • Manny Gonzalez
- Roy Baird

Members Absent:

- Robert Christensen

Also Present:

- Mike Baldwin

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. A quorum was present and due notice had been published

II. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on November 17, were distributed. Motion (Gonzalez), second (Heyser), carried (unanimous) that the minutes be approved as written

III. Reports

- A. Library Director's Report of his business activities for the District during November and December, including meetings attended, district business conducted and financial transactions

Baldwin submitted the Library Director's Report for November and December 2008, in which he highlighted milestones and attainments of the Benbrook Public Library as well as activities of the staff during those months. 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. Treasurer, Board of Trustees, Report of financial status of the Districts as of December 31, 2008; including income, expenditures, bank statements and TexPool Account

November 2008 Summary:

	Month:	Fiscal YTD:
Total Income	\$81,374.56	\$138,378.51
Total Expenses	\$35,483.32	\$106,617.82
Total Income - Total Expenses	\$45,891.24	31,760.69
Investment Interest	\$1342.79	
Current Investment Balance	\$915,771.28	
Current Checking Acct. Balance	\$27,781.64	
Curr. Invest. Bal. + Curr. Bank Bal.	\$946,011.97	

December 2008 Summary:

	Month:	Fiscal YTD:
Total Income	\$70,483.62	\$208,862.13
Total Expenses	\$38,886.31	\$145,504.13
Total Income - Total Expenses	\$31,597.31	63,358.00
Investment Interest	\$1156.10	
Current Investment Balance	\$926,927.38	
Current Checking Acct. Balance	\$49,383.39	
Curr. Invest. Bal. + Curr. Bank Bal.	\$978,766.82	

C. Investment Officer, Board of Trustees, Report of status of the District's investments as of October 31, 2008

TEXPOOL INVESTMENT SUMMARY AS OF November 30, 2008:

Beginning Balance	\$893,072.49
Total Deposits	\$21,356.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$1342.79
Current Balance	\$915,771.28
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$665,771.28

TEXPOOL INVESTMENT SUMMARY AS OF December 31, 2008:

Beginning Balance	\$915,771.28
Total Deposits	\$10,000.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$1156.10
Current Balance	\$926,927.38
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$676,927.38

IV. Old Business

A. Library Facility

Update given to board by Baldwin regarding the status of the balance due to Prime construction. Final Payment paperwork given to Library District attorney. Discussion was held with Tod Hanson regarding flooding problem, an engineering report is expected to be available for the next meeting.

B. Consider travel policy

Discussion was held regarding travel policy. Motion made (Bakke) second (Baird) passed unanimously to approve the travel policy as written.

V. New Business

A. Revise Stability and Incentive pay policy

Motion made (Baird) second (Bakke) carried (unanimously) to table the issue at this time.

VI. Public Comment

No public comment

VII. ADJOURNMENT

Having no further business, motion (Gonzalez), second (Baird), carried (unanimous) to adjourn the meeting at 6:40 p.m.

Respectfully submitted,

Julie Bakke, Secretary