

**MINUTES**  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEE MEETING  
January 16, 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 at 6:32 p.m.

II.    Approval of December 19, 2016 meeting minutes.

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

III.   Reports

A. Report by Library Director of notable activities for the District during October, 2016, including meetings attended, District business conducted, financial transactions, programs presented, and progress in the application of technology to library services. Steve gave his report and some highlights. Woodrose Construction began the renovation. TLC Electric Company replaced a ballast in the women's restroom. The Librarian staff are working on a newsletter that would be mailed throughout Benbrook. The Director is evaluating an eBook vendor and help determine feasibility and interest with reassigning the Vendor from OverDrive to 3M/Bibliotheca Cloud.

B. Investment officer, Board of Trustees, Report of status of the District's investments and TexPool statements as of December 31, 2016.

Corky gave his Bank overview and TexPool reports. He said that we are averaging 3% over budget each month.

TEXPOOL INVESTMENT SUMMARY AS OF DECEMBER 31, 2017

Beginning Balance	\$1,242,785.58
Total Deposits	\$0.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$482.38
Current Balance	\$1,243,267.96
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$993,267.96

C. Treasurer, Board of Trustees, Report of financial status of the District as of December 31, 2016 including income, expenditures, and accounting reports.  
The treasurers report could not be given due to the December financial reports not being ready by the accountant in time for the meeting.

IV. Old Business

A. Consider the purchase of a large format printer and laminator.  
Steve selected a printer and laminator. He is waiting for the cabinet for them.

B. Consider long range planning.  
Carol gave a report that she talked with an attorney about approaching a property owner in Benbrook to find out if the owner is willing to sell property and the cost of it to the Library. The attorney will send a letter to the owner for the library.

C. Other old business  
There was none.

V. New Business

A. Consider auditor's engagement letter for FY2016  
Steve is waiting to hear from the auditor with the engagement letter.

B. Consider Benbrook Water Authority water tower inquiry  
The Water department may be interested in using library property to build a water tower. They would like to know how the Library feels about this. A decision was not made by the Board.

C. Consider resolution to revise budget for approved projects and staffing adjustments.  
Steve presented the revised budget and listed the changes. A motion was made by Carol, second by Rachel to approve the budget changes. Motion passed (unanimous).

D. Other new business  
Steve mentioned that he would like to attend a Library District meeting in Austin. The

Board did not have a problem with this.

VI. Public Comment  
There was none.

VII. Adjournment  
A motion was made by Carol, second by Corky to adjourn. Motion passed (unanimous).  
Meeting adjourned at 7:10 p.m.

Respectfully submitted

Rachel Dillard  
Secretary

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