

**MINUTES  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
JULY 09, 2001**

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

**MEMBERS PRESENT:**

Manny Gonzalez	Jean Sherwin
Rick Heyser	Ann Ziehe
Bob Olmstead	

**MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Mike Baldwin	Ed Pennington
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**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. INVOCATION - Ann Ziehe**

**III. CONSIDERATION OF MINUTES**

The minutes of the meeting of the Board held on June 04, 2001 were distributed. Motion (Olmstead), second (Gonzalez), carried (unanimous) that the minutes be approved as distributed.

**IV. REPORTS**

**A. DIRECTOR**

Baldwin submitted the *Library Director's Report for June, 2001* which listed these activities (abbreviated summary):

- >Writing, printing and mailing of first BPL newsletter
- >Various activities related to Grand Opening on June 30
- >Signing of reciprocal borrowing agreement with Haltom City

- >Analysis and development of modified and updated accounting procedures (with Ed Pennington)
- >TIF Grant and Establishment Grant-related activities
- >Adding additional Internet-capable computers for children's area

B. TREASURER

May/June, 2001 (Summary):

		YTD Totals:
Beginning Balance	\$311,860.70	
Total Deposits	90,479.84	674,824.67
Total Expenses	82,290.74	884,062.76*
Ending Balance	\$320,049.80	

*\*reflects a one-time expenditure of loan monies received for the purchase of the Library building (former Senior Citizens Activity Center) from the City of Benbrook.*

C. INVESTMENT OFFICER

Since Gonzalez received anticipated new material related to the TexPool investment on this date, July 09, he will review it and update the Board regarding this information at the regular meeting on August 13.

V. OLD BUSINESS

A. ACCOUNTING/BUDGETING

A "first reading" budget will be presented to the Board at the next meeting. Pennington and Baldwin are also working together to revise the format of the Treasurer's Report so that it will more accurately reflect current Library operations.

B. APPOINTMENT OF A LAY REPRESENTATIVE TO THE NORTH TEXAS REGIONAL LIBRARY SYSTEM (NTRLS)

Ed Pennington was invited to be the representative and has accepted this invitation. Motion (Ziehe), second (Sherwin), carried (unanimous) to appoint Ed Pennington as the District's Lay Representative to NTRLS.

C. OTHER OLD BUSINESS

None.

## **VI. NEW BUSINESS**

### **A. BY-LAWS**

Heyser and Olmstead are reviewing the By-laws in order to update them. The revised By-laws will be e-mailed to the Trustees for review prior to consideration of their adoption.

### **B. DIRECTOR'S EVALUATION**

The Board will perform this evaluation in a timely manner at the beginning of the new fiscal year. Heyser will update and revise the format of the evaluation before presenting it to Board members.

### **C. TEXSHARE**

In addition to implementing the Metro-Pac agreement which has now been approved by the Fort Worth City Council, the Board desires that the District participate in TexShare, a statewide consortium of Texas public libraries. Participation will make available without cost to Benbrook Public Library patrons a wealth of online resources on sixty databases through a sharing program administered by the Texas State Library and Archives Commission.

### **D. EXPANSION**

The Board is looking into the possibility of developing a new parking lot jointly with the Benbrook Water and Sewer Authority on property between the Library and the BWSA. Further planning toward expansion of Library facilities can begin once the possibility of joint-use parking is determined. The Library currently is at capacity in terms of physical volumes; increasing use of computers coupled with the need for more space requires that expansion planning begin at the earliest possible date.

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

Ed Pennington reiterated that the Treasurer's Report in its revised format will be presented to the Board in August.

**VIII. ADJOURNMENT**

There being no further business, motion (Olmstead), second  
(Gonzalez), carried (unanimous) to adjourn the meeting at 7:15 p.m.

**Respectfully submitted,**

**Ann K. Ziehe, Secretary**