

**MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING**

JULY 19, 2004

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

MEMBERS PRESENT:

Manny Gonzalez	Bob Olmstead
Rick Heyser	Jean Sherwin

MEMBERS ABSENT:

Ann Ziehe

ALSO PRESENT:

Mike Baldwin

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

III. CONSIDERATION OF MINUTES

The minutes of the meeting of the Board held on June 14, 2004 were distributed. Motion (Olmstead), second (Gonzalez), carried (unanimous) that the minutes be approved as distributed.

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for June, 2004* in which he highlighted milestones and attainments of the Benbrook Public Library and 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. TREASURER, BOARD OF TRUSTEES

1. JUNE, 2004 SUMMARY:

	Month:	Fiscal YTD:
Total Income	49,279.31	389,919.02
Total Expenses	34,949.99	309,110.19
Total Income - Total Expenses		80,808.83
Investment Interest	191.28	
Current Investment Balance		228,975.19
Current Checking Acct. Balance	51,361.53	
Curr. Invest. Bal. + Curr. Bank Bal.		280,336.72

2. The Board will begin consideration of the FY 2004-2005 Budget at the August 09 meeting.

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF JUNE 30, 2004:

Beginning Balance	208,783.91
Total Deposits	20,000.00
Total Withdrawals	0.00
Total Monthly Interest	191.28
Current Balance	228,975.19
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	103,975.19

V. OLD BUSINESS

A. AMEND THE FY 2003-2004 BUDGET

Baldwin recommended increasing the Audio/Visual budget allotment to reflect the deposit of additional funds from NTRLs which covered the over-expenditure in this area. Motion (Gonzalez), second (Sherwin), carried (unanimous) to make this budget amendment.

B. OTHER OLD BUSINESS

After discussion, motion (Gonzalez), second (Olmstead), carried (unanimous) to table further discussion until the Library's attorney could be consulted.

VI. NEW BUSINESS

None.

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

There were no members of the public in attendance.

VIII. ADJOURNMENT

There being no further business, motion (Olmstead), second (Gonzalez), carried (unanimous) to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary

from information provided by acting secretary Jean Sherwin, written reports and audiotape of meeting