

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEE MEETING
July 15, 2019
Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
Regular Meeting at 6:30 pm

Members Present: Roy "Corky" Baird; Robert Christensen; Rachel Moore, Larry Vickers; Christina Watson

Also Present: Steve Clegg

I. Call to order:

Robert called regular board meeting to order at 6:30 pm.

II. Approval of minutes:

First on the agenda was minutes of June 17, 2019 meeting. After everyone perused the minutes, Robert asked for any discussion. Corky motioned that the June minutes be accepted as is. Larry seconded motion and all in favor signified with aye. Motion carried.

III. Reports:

A. Report by Library Director began with Steve mentioning that he had a face to face meeting with the purchasing policy consultant and a first draft has been produced. There will be a policy statement and a policy manual to go with it, which will outline how BLD should proceed in certain cases. It will be tailored to BLD and hereafter the library should monitor legislation to see if BLD may be affected. Steve suggested that presentation of the finished policy be next month. Also, in August the board will be looking at preliminary budget figures.

Steve further explained that the RFID pad has been received and installation completed. However, we are still waiting for the self-checkout station for cash acceptance and credit card use.

Robert asked if there were any questions regarding the Director's report. There were none.

B. Investment Officer Report for June 2019 was given by Corky. The month was as per usual. For three months in a row sales tax from the state has been substantial. Average monthly withdrawal is \$113K. In June income exceeded spending. Corky is open to suggestions for different format or further analysis.

When accessing the TexPool account online, Corky found that BLD's account is in need of updating. There are also links to Compass and Frost banks, which BLD no longer uses.

The changes in BLD's representative list at TexPool will have to be done through a resolution. This should be an agenda item for next month.

C. Rachel gave the June Treasurer Report as follows:

Sales Tax	112,065.93
Grants	3,178.53
Fines, Fees, and Misc. Revenue	1,382.26
Library Sales	1,241.09
Interest from Bank Accounts	40.97
Interest from TexPool	<u>2,322.90</u>
Total Income	120,231.68
Total Expenses	<u>(95,865.66)</u>
Net Income	24,366.02
Bank Adj'd Balance + TexPool	1,432,490.46
Bank Unreported Transactions	71,266.70
Total All Accounts	\$1,503,757.16

(Shaded rows in above table are not part of June's report).

Robert asked if there were any questions or comments. There were none so meeting proceeded.

IV. **Old Business** – There being no old business, meeting proceeded to new business.

V. **New Business**

A. Consider Order for Election.

Steve offered that the next step in the election process is a formality of posting notice. Robert suggested that we need a motion for that. Christina made motion that we accept the Order of Election as is, Rachel seconded the motion and it carried with unanimous ayes.

B. Other New Business.

Robert asked if there was any other new business, such as anything the board would prefer to include in the preliminary budget. Robert suggested that Steve include a breakdown using different percentages of increase – two, three, and four.

At this time Robert broached the subject of the Discovery Play area behind the library. Steve mentioned the libraries and cities he has contacted, and even those companies who have completed remodeling work for BLD have been approached for suggestions. At this point, Steve has no idea of who else to contact for this type job. Perhaps a job board, but where would it be seen by the right people.

Robert suggested that although it is way outside BLD's budget, Steve should contact the business who was involved in Fort Worth's Dream Park, which was funded by Frank Kent. Perhaps they could make suggestions.

VI. **Public Comment.** Robert asked if there was any comment from the public.

Anita Mitchell was on hand and commented that on neighborhood websites people are talking about a splash pad for Benbrook. Anita also thanked the board for their service.

Discussion followed regarding water features in Benbrook.

VII. **Adjournment**

Christina made motion that meeting be adjourned and Rachel seconded. Meeting was adjourned.

Reviewed/Corrected/Approved
Christina Watson, Board Secretary