

**MINUTES**  
**BENBROOK LIBRARY DISTRICT**  
**BOARD OF TRUSTEE MEETING**  
**JUNE 18, 2012**

Benbrook Public Library  
1065 Mercedes Street  
Benbrook, Texas 76126  
Work Session at 5:45, Regular Meeting at 6:00 P.M.

**Members Present:**

Roy "Corky" Baird	Julie Bakke	Robert Christensen
Aubra Gantt	Manny Gonzalez	

**Also Present:**

Mike Baldwin	Steve Clegg	Jennifer Gonzales
Kathy Ledford		

**I. CALL TO ORDER**

The meeting was called to order at 6:05 p.m. A quorum was present and due notice was published.

**II. Approval of meeting minutes of May 21, 2012.**

The minutes of the meeting of the Board held May 21, 2012 were distributed. A motion was made by Julie, second by Corky that we accept the minutes as written, motion carried (unanimous).

**III. Reports**

**A. Report by Library Director & Assistant Director of business activities for the District during May, 2012, including meetings attended, District business conducted, financial transactions, and progress in the application of technology to library services.**

Manny asked about NTLF, what kind of services we receive from them, is the benefit we receive from them worth the cost? Mike described their benefit to the Library and how we now have to pay more fees because of state budget cuts. Manny also asked about the Design/Build project and how it would work. Robert explained about how it worked and some of the pros and cons. With regard to computer needs for the next budget year, Robert asked Mike and Steve to look into using Google Chrome boxes. Would they serve the Library needs? The Board is also looking forward to hearing about the e-media platform and how it would work.

**B. Investment Officer, Board of Trustees, Report of Status of the District's Investments and TexPool statement as of May 31, 2012.**

Corky reported on the District's investment and presented several charts.

TEXPOOL INVESTMENT SUMMARY AS OF MAY 31, 2012

Beginning Balance	\$1,559,468.16
Total Deposits	\$50,000.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$168.73
Current Balance	\$1,609,636.89
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$1,359,636.89

c. Treasurer, Board of Trustees, Report of financial Status of the District as of May 31, 2012, including income, expenditures, and accounting reports.

Julie gave the treasurers report for the month ending May 31, 2012.

	Month:	Fiscal YTD:
Total Income	\$103,664.80	\$731,050.50
Total Expenses	\$72,983.92	\$544,637.56
Total Income - Total Expenses	\$30,680.88	\$186,412.94
Investment Interest	\$168.73	
Current Investment Balance	\$1,609,636.89	
Current Checking Acct. Balance	46,779.16	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,631,729.18	

D. Report by Assistant Director on Development of the New Library Website.

Steve gave an update of the progress of the new Website. He is shooting for a date of July 3<sup>rd</sup>. He talked about some of the features it will have.

E. Report by Consulting Librarian, Jennifer Gonzales, on new Social Networking Services She has added to the Library Website.

Jennifer gave a report on the Social networking services she is working on for the Library; Facebook, Twitter and Pinterest. She invited everyone to check them out from our webpage.

IV. Old Business

A. Consider a Firearms policy for the Library.

Item has been tabled until Mike and Steve have been able work on the policy.

B. Consider Quotes on a new AV system for the Meeting Room.

Mike handed out a proposal for the upgrade made by ESP. Mike recommended that the Board accept the quote because ESP designed the current system and there are very few qualified businesses in this field. The cost would be \$16,003.12 for the upgrade. Julie made a motion and Aubra second, motion carried (unanimous) to accept the bid.

C. Consider proposal to open a money market account at Compass Bank.

Corky handed out information about the account and made the following motion: A Money Market account at Compass Bank in Benbrook, Texas shall be opened for Benbrook Public Library District and some funds be transferred to that account from TexPool, leaving sufficient funds in TexPool to satisfy the loan agreement between the District and Frost national Bank dated October 23, 2006. A discussion was held about the interest rate for the rest of the year and other factors. Julie second the motion, a vote was taken, 1 yea, 4 nays, motion did not pass.

Corky also talked about the "debt service Fund" and "revenue fund" on the Frost Loan, and that the district has not officially designated a particular amount. Should the District go ahead and do this, should the district also establish another investment account in addition to TexPool? This will be placed on the agenda for July.

D. Consider proposed budget for FY 2013.

Mike presented an example of the separate categories as requested on the budget. This is just the first report; it is subject to change as the fiscal year draws to an end. Mike is to check with the city about the start date of construction on Hwy 377, and does he expect any staff changes, hours change, etc. Robert asked the other board members to email any questions they might have about a specific part of the budget to Mike so that he can research them and report at the next meeting.

E. Other new Business.

There was no other new business

VIII. Public Comment

Jennifer made the comment to be sure to follow us on Facebook.

IX. Adjournment

Having no other further business, motion (Aubra) second (Robert) carried (unanimous) to adjourn the meeting at 7:05.

Respectfully submitted,

Aubra Gantt, Secretary

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