

**MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 15, 2004**

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	Dorcas "MeMe" Neuman
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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 February 09, 2004 were distributed. Motion (Olmstead), second (Gonzalez), carried (unanimous) that the minutes be approved as distributed.

IV. REPORTS

A. LIBRARY DIRECTOR'S REPORT

Baldwin submitted the *Library Director's Report for February 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. FEBRUARY, 2004 SUMMARY:

	Month:	Fiscal YTD:
Total Income	52,111.03	214,587.02
Total Expenses	21,997.66	203,492.77
Total Income - Total Expenses		11,094.25
Investment Interest	400.07	
Current Investment Balance		165,984.01
Current Checking Acct. Balance	40,288.08	
Curr. Invest. Bal. + Curr. Bank Bal.		206,272.09

2. "Current Investment Balance" above reflects transfer of \$428,915.00 from the TexPool account for the purpose of paying off the Library building mortgage.

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF FEBRUARY 29, 2004:

Beginning Balance	594,498.94
Total Deposits	0.00
Total Withdrawals	*428,915.00
Total Monthly Interest	400.07
Current Balance	165,984.01
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	40,984.01

* Amount transferred from account for the purpose of paying off the Library building mortgage in February, 2004.

V. OLD BUSINESS

A. AMEND THE FY 2003-2004 BUDGET

No amendment to the budget was needed at this time.

B. PURCHASE LIBRARY BUILDING

Baldwin presented to the Board copies of the paperwork showing both the transfer of funds from the TexPool account and the subsequent termination by payment in full of the District's mortgage account with Wells Fargo Bank. All present agreed

that this was an important accomplishment and an outstanding milestone for the Benbrook Public Library.

C. OTHER OLD BUSINESS

None.

VI. NEW BUSINESS

A. PHOTO SESSION

Photos were taken by Mrs. Neuman of the Board and the Director to accompany an article to be run in the Benbrook News. The article and photograph will illustrate, explain, and publicize the early payoff of the District's mortgage. She also recorded statements by each Trustee and the Director regarding the purchase to be used in the writing of the article.

B. OTHER NEW BUSINESS

None.

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

Dorcas Neuman, representing the Benbrook News, requested that the Board declare that newspaper to be the District's official newspaper, since the Benbrook Star is no longer in business. Heyser stated that this request will be taken up as an agenda item at the Board's next regular meeting on April 12.

VIII. ADJOURNMENT

There being no further business, motion (Olmstead), second (Sherwin), carried (unanimous) to adjourn the meeting at 6:55 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary