

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
March 23, 2009

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6:00 P. M.

Members Present:

- Rick Heyser • Julie Bakke • Manny Gonzalez
- Roy Baird • Robert Christensen

Also Present:

- Mike Baldwin
- Alicia Hunter

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. A quorum was present and due notice had been published

II. Adjourn for tour of Library's flood prevention project

The library trustees inspected the work done to avoid future flooding of the library. Satisfaction was expressed with the plans and work that was done.

III. Consideration of the minutes

The minutes of the meeting of the Board held on February 16, 2009, were distributed. Motion (Gonzalez), second (Christensen), carried (unanimous) that the minutes be approved as written

IV. Reports

- A. Library Director's Report of his business activities for the District during February 2009, including meetings attended, district business conducted and financial transactions

Baldwin submitted the Library Director's Report for February 2009, in which he highlighted milestones and attainments of the Benbrook Public Library as well as activities of the staff during those months. 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, Report of financial status of the Districts as of February 28, 2009; including income, expenditures, bank statements and TexPool Account

February 2009 Summary:

	Month:	Fiscal YTD:
Total Income	\$85,663.91	\$359,568.97
Total Expenses	\$51,591.48	\$254,244.35
Total Income - Total Expenses	\$34,072.43	105,324.62
Investment Interest	\$479.67	
Current Investment Balance	\$935,077.85	
Current Checking Acct. Balance	\$72,020.90	
Curr. Invest. Bal. + Curr. Bank Bal.	\$1,009,548.80	

C. Investment Officer, Board of Trustees, Report of status of the District's investments as of

TEXPOOL INVESTMENT SUMMARY AS OF February 28, 2009:

Beginning Balance	\$934,598.18
Total Deposits	\$30,000.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$479.67
Current Balance	\$935,077.85
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$685,077.85

V. Old Business

A. Library Facility

1. Consider building flooding problem

Construction is completed, landscaping is pending.

2. Consider Closeout of Prime contract

Payment to Prime has been made and the subcontractors have been released.

- B. Budget Amendment- Add \$25,000 to budget for flood control project

Motion made (Baird) second (Gonzalez) motion passed(unanimously) to transfer money from the unbudgeted revenue

- C. Other old business

No other old business

VI. New Business

- A. Consider Auditor's Recommendations

Sent to the accountant and the board requested to be notified when completed

- B. Consider Vacation and Family Leave Policy

The board will discuss at the next board meeting

- C. Consider Travel Policy

Discussion was held regarding the travel policy. The item was tabled until next month, Mike to bring back changes for further review.

VII. Public Comment

Alicia Hunter expressed appreciation for her invitation to the board meeting.

VIII. ADJOURNMENT

Having no further business, motion (Baird), second (Bakke), carried (unanimous) to adjourn the meeting at 7:05 p.m.

Respectfully submitted,

Julie Bakke, Secretary