

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 16, 2005

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

MEMBERS PRESENT:

- Jean Sherwin
- Rick Heyser
- Julie Bakke
- John Fares
- Manny Gonzalez

MEMBERS ABSENT:

- None

ALSO PRESENT:

- Mike Baldwin
- Helen 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. SWEARING IN OF NEWLY ELECTED TRUSTEES

Helen Baldwin, Notary Public, conducted the swearing-in of newly re-elected Trustees Sherwin, Fares and Bakke.

III. ELECTION OF BOARD OFFICERS

Motion (Gonzalez), second (Sherwin), carried (unanimous) that Sherwin, Fares and Bakke retain the offices they held prior to the election

IV. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on April 4, 2005 were distributed. Motion (Gonzalez), second (Fares), carried (unanimous) that the minutes be approved as written.

V. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for April 2005*, 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. TREASURY REPORT

April 2005 SUMMARY:

	Month:	Fiscal YTD:
Total Income	\$38,423.35	\$317,057.04
Total Expenses	\$27,605.44	\$229,753.53
Total Income - Total Expenses	\$10,817.91	\$87,303.51
Investment Interest	\$873.25	
Current Investment Balance	\$399,699.10	
Current Checking Acct. Balance	\$39,524.70	
Curr. Invest. Bal. + Curr. Bank Bal.		\$439,223.80

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF March 1, 2005:

Beginning Balance	\$382,225.85
Total Deposits	\$16,600.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$873.25
Current Balance	\$399,699.10
Earmarked as "Reserve Fund"	\$125,000.00
Earmarked for Building Expansion	\$274,699.10.

VI. OLD BUSINESS

A. AWARD SCHWARZ-HANSON ARCHITECTS LIBRARY EXPANSION CONTRACT

After discussion with Schwarz-Hanson Architectural firm, a motion (Sherwin) second (Bakke) carried (unanimous) to enter into a contract with Schwarz-Hanson to design and see to the building the library expansion at the agreed upon price of 8% of the final construction cost of the building.

B. FY 2004-2005 Budget Adjustment

Baldwin presented the board with the circumstances of a librarian's maternity leave and the possibility of needing additional hours from the clerical staff to cover her absence. Motion (Heyser) second (Fares) carried (unanimously) to make the funds budgeted for the election available to pay for additional staff hours during the leave of absence of the librarian.

C. OTHER OLD BUSINESS

No other old business

VII. NEW BUSINESS

A. ALTERNATE TO THE NORTH TEXAS REGIONAL LIBRARY SYSTEM
 An alternate representative for the North Texas Regional Library System needs to be appointed in the event the Benbrook Library representative, Ed Pennington, is unable

to attend. The previous alternate was Ann Ziehe, who is no longer on the board. This will be voted on in the next meeting.

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

No comments were voiced.

IX. ADJOURNMENT

There being no further business, motion (Fares), second (Bakke), carried (unanimous) to adjourn the meeting at 7:20 p.m..

Respectfully submitted,

Julie Bakke, Secretary

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