

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 11, 2002
Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6:30 P. M.

MEMBERS PRESENT:

Manny Gonzalez	Jean Sherwin
Rick Heyser	Ann Ziehe

MEMBERS ABSENT:

Bob Olmstead

ALSO PRESENT:

Mike 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. INVOCATION - Ann Ziehe

III. CONSIDERATION OF MINUTES

The minutes of the meeting of the Board held on October 14, 2002 were distributed. Motion (Gonzalez), second (Sherwin), carried (unanimous) that the minutes be approved as distributed.

IV. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for October, 2002*, in which he highlighted milestones and attainments of the Benbrook Public Library during the month of October. The Library Director's monthly reports are available to the public in the Director's office at the Library.

B. TREASURER, BOARD OF TRUSTEES

OCTOBER, 2002 SUMMARY:

	Month:	Fiscal YTD:
Total Income	40,280.78	40,280.78
Total Expenses	45,417.87	45,417.87
Total Income - Total Expenses		-5,137.09
Investment Interest	742.82	
Current Investment Balance		494,912.27
Current Checking Acct. Balance	25,441.26	
Curr. Invest. Bal. + Curr. Bank Bal.		520,353.53

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF (DATE):

Beginning Balance	444,169.45
Total Deposits	50,000.00
Total Withdrawals	0.00
Total Monthly Interest	742.82
Current Balance	494,912.27
Earmarked as "Reserve Fund"	125,000.00
Earmarked for Building Expansion	369,912.27

V. OLD BUSINESS

A. CHECKING ACCOUNT BALANCE/INVESTMENT TRANSFER

On November 15, Gonzalez will move any amount over \$50,000 that remains in the District checking account into the TexPool investment account.

B. LIBRARY BUILDING

The Board will set up a time to meet together with Building Committee members to review the current situation regarding planning for expansion.

C. OTHER OLD BUSINESS

The City of Benbrook has offered helpful advice regarding lawn maintenance.

VI. NEW BUSINESS

A. ALA PLANNING OVERVIEW

The American Library Association has streamlined its planning process. Newly included in the process is the "charrette" concept which brings together 9 - 15 people, including library staff and persons selected from the community, who focus in a single day-long meeting on the needs of the community that can be provided by its library.

B. OTHER NEW BUSINESS

None.

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

There were no members of the public in attendance.

VIII. ADJOURNMENT

There being no further business, motion (Gonzalez), second (Sherwin), carried (unanimous) to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

Ann K. Ziehe, Secretary