

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEE MEETING
November 21, 2016

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
Regular Meeting at 6:30 p.m.

Members Present:

Roy "Corky" Baird Robert Christensen
Anita Mitchell Rachel Dillard

Absent: Carol Hafer

Also Present:

Steve Clegg Kathy Ledford Don Richardson Sandhaya Magar

I. CALL TO ORDER

The meeting was called to order at 6:33 by Robert Christensen.

II. Approval of October 17, 2016 meeting minutes

A motion was made by Rachel, 2nd by Anita to approve the minutes. Motion passed.

III. Reports

A. Report by Library Director of notable activities for the District during October 2016, including meetings attended, District business conducted, financial transactions, programs presented, and progress in the application of technology to library services. Steve gave his report some of the highlights were; the resignation of the new librarian, Brenda Cook, there will be a rate increase in health and dental group insurance.

B. Investment officer, Board of Trustees, report of status of the District's investments And TexPool statements as of October 31, 2016.

Corky gave his report of the banks overview, sales tax and the TexPool investment Account.

TEXPOOL INVESTMENT SUMMARY AS OF OCTOBER 31, 2016

Beginning Balance	\$1,241,974.71
Total Deposits	\$0.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$403.73
Current Balance	\$1,242,378.44
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$992,378.44

C. Treasurer, Board of Trustees, report of financial status of the District as of October 31, 2016 including income, expenditures and accounting reports. Carol was absent, the report was given by Robert.

TREASURERS REPORT AS OF OCTOBER 31, 2016

	Month:	Fiscal YTD:
Total Income	\$91,751.51	\$91,751.51
Total Expenses	(\$105,589.28)	\$105,589.28
Total Income - Total Expenses	(\$13,837.77)	\$197,340.79
Investment Interest	\$403.73	
Current Investment Balance	\$1,241,974.71	
Current Checking Acct. Balance	\$107,651.91	
Curr. Investment Bal. + Curr. Bank Bal.	\$1,350,030.35	

IV. Old Business

A. Consider the purchase of a large format printer and laminator
Steve gave a recap of the printers and laminator and where they will be place in the Library.

B. Other old business
There was not any

V. New Business

A. Administer Oath of Office for newly re-elected trustees.
Anita repeated the Oath of Office and was sworn in by the notary present.

Carol Hafer will be sworn in at the next Board meeting.

B. Presentation of auditors report for FY 2015.

The auditor's report was given by Don Richardson. He pointed out some of the highlights of the audit. He said that from a financial stand point that the library was in good shape. We have paid off a major loan and have money toward new construction.

C. Consider investment strategies

Corky wants to send money to another bank for a certificate of deposit to draw interest. Robert would like Corky to talk to Pinnacle bank about what % they could give us.

D. Consider proposals to repaint the exterior of the building.

Steve was able to receive two bids to paint the building. Southern Painting was the lowest bid. Anita made a motion, 2nd by Corky to have them paint the building. Motion passed.

E. Consider proposals to renovate space for the IT Specialist and Maker equipment. Steve asked for two proposals, one for renovating the men's restroom to an office/equipment space. The other to convert the women's restroom to a family restroom.

Robert would like to talk more about it in a December meeting. Steve will contact the contractors to come in on the 19th to answer questions.

F. Other new business

The Board went into executive meeting at 7:40 p.m. to talk about personal matters.

The Board ended the executive meeting at 8:12 p.m. No action was taken regarding the Executive meeting.

VI. Public Comment

There was none

VII. Adjournment

A motion was made by Corky, 2nd by Anita to adjourn. Motion passed, meeting adjourned at 8:14 p.m.

Respectfully Submitted

Rachel Dillard
Secretary

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