

MINUTES  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
October 10, 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

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. EXECUTIVE SESSION PURSUANT TO SEC. 551.074, GOVERNMENT CODE,  
DELIBERATION REGARDING PERSONNEL MATTERS: LIBRARY DIRECTOR'S  
EVALUATION

The Board went into Executive Session at 6:33 p.m. and came out of this session at 6:45 p.m. No action was taken.

III. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on September 12, 2005 were distributed. Motion (Fares), second (Sherwin), carried (unanimous) that the minutes be approved as written.

#### IV. REPORTS

##### A. LIBRARY DIRECTOR

Baldwin submitted the Library Director's Report for September 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](http://www.benbrooklibrary.org), along with Board of Trustees meeting minutes and recent Treasurer's reports.

##### B. TREASURY REPORT

###### September 2005 SUMMARY:

	Month:	Fiscal YTD:
Total Income	\$46,459.87	\$573,314.61
Total Expenses	\$26,852.08	\$349,409.11
Total Income - Total Expenses	\$19,607.79	\$223,905.11
Investment Interest	\$1543.97	
Current Investment Balance	\$543,928.69	
Current Checking Acct. Balance	\$38,274.41	
Curr. Invest. Bal. + Curr. Bank Bal.	\$582,203.10	

##### C. INVESTMENT OFFICER, BOARD OF TRUSTEES

###### TEXPOOL INVESTMENT SUMMARY AS OF September 30, 2005:

The minutes of the meeting of the Board held on September 12, 2005 were distributed. Motion (Fares), second (Sherwin), carried (unanimous) that the minutes be approved as written.

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C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF September 30, 2005:

Beginning Balance	\$516,984.72
Total Deposits	\$25,400.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$1543.97
Current Balance	\$543,928.69
Earmarked as "Reserve Fund"	\$125,000.00
Earmarked for Building Expansion	\$418,928.69

## V. OLD BUSINESS

### A. FY 2004-2005 Budget Adjustment

A budget adjustment was necessary to balance the electricity, delivery services and periodicals line items for fiscal year 2004-2005. Gonzalez moved that the budget be amended by \$4345 and this amount is taken from the contingency line item and placed into the electricity (+\$1146.66), delivery service (+ \$35.00) and periodical (+\$3164.00) line items. Second by Bakke, motion carried unanimously.

### B. No other old business

## VI. NEW BUSINESS

- A. Approve CAPP Resolution to allow participation in an electrical cooperative  
Motion made (Fares) second (Sherwin) to accept the resolution as presented.  
Motion carried unanimously.
- B. Report on Library Director Evaluation  
Michael Baldwin received an overall evaluation of excellent with many comments noting his meritorious service to the library and our appreciation of having him on board.
- C. Approve Library Director Contract  
Motion made by Bakke, second by Gonzalez to approve the contract for the library director. Motion carried unanimously.
- D. Approve Proposal for FY 04/05 audit  
Motion made by Sherwin, second by Bakke to approve the proposal by Kirk & Richardson, P.C. for the fiscal year 2004-2005 audit for the amount of \$5015.00.

Motion carried unanimously.

- E. Other New Business  
No other new business

VII. PUBLIC COMMENT –

No public was present and no comments were voiced

VIII. ADJOURNMENT

There being no further business, motion (Fares), second (Sherwin), carried (unanimous) to adjourn the meeting at 7:05 p.m.

Respectfully submitted,

Julie Bakke, Secretary

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