

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
October 15, 2007

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
6: 15 P. M.

Members Present:

- Rick Heyser • Julie Bakke • Jean Sherwin
- Roy Baird • Manny Gonzalez

Also Present:

- Mike Baldwin
- Helen Baldwin
- Trisha Troutz

I. CALL TO ORDER

The meeting was called to order at 6:15 p.m. A quorum was present and due notice had been published.

II. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on September 11, 2007 were distributed. Motion (Sherwin), second (Gonzalez), carried (unanimous) that the minutes be approved as written.

III. Reports

A. LIBRARY DIRECTOR

Baldwin submitted the Library Director's Report for September 2007, 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

September 2007 SUMMARY:

	Month:	Fiscal YTD:
Total Income	\$55,833.45	\$706,940.13

Total Expenses	\$21,622.23	\$425,214.53
Total Income - Total Expenses	\$34,211.22	\$281,725.60
Investment Interest	\$6,600.89	
Current Investment Balance	\$1,431,365.77	
Current Checking Acct. Balance	\$35,790.86	
Curr. Invest. Bal. + Curr. Bank Bal.	\$1,473,369.97	

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF September 30, 2007:

Beginning Balance	\$1,595,764.88
Total Deposits	\$20,000.00
Total Withdrawals	\$191,000.00
Total Monthly Interest	\$6,600.89
Current Balance	\$1,431,365.77
Earmarked as "Reserve Fund"	\$125,000.00
Earmarked for Building Expansion	\$1,306,365.77

IV. Old Business

A. Library Facility

Trisha Troutz, Interior Designer, made a presentation to the board regarding the carpet, paint and flooring decided upon by the interior design committee. The board saw all the choices and agreed the committee has chosen wisely. The board thanks Ms Troutz for her able assistance. A construction meeting was held and Baldwin and Heyser updated the board on the progress.

B. 2007-2008 Library District Budget-Employee Health Coverage

Motion was made (Bakke) second (Gonzalez) carried (unanimously) to increase the health care benefit to the employees to cover the increased deductible in the new fiscal year by \$250/employee/year for a total of \$750.

C. Meeting Room Policy

Motion was made (Gonzalez) second (Baird) passed (unanimously) to accept the meeting room policy as written

D. Library Director's Contract

Motion was made (Bakke) second (Gonzalez) passed (unanimously) to accept the library director's contract as written.

E. Other Old business

No other old business

V. New Business

A. Budget Adjustment

No budget adjustment was necessary

B. Travel Policy

Item tabled pending the review of the policy by the library district attorney

C. Other New business

No other new business.

VI. PUBLIC COMMENT

No public comment

VII. ADJOURNMENT

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

Respectfully submitted,

Julie Bakke, Secretary