

MINUTES  
BENBROOK LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
October 26, 2009

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

Members Present:

- Rick Heyser • Manny Gonzalez
- Roy Baird • Robert Christensen

Members Absent: Julie Bakke

Also Present:

- Mike Baldwin, Library Director

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. Consideration of the minutes

The minutes of the meeting of the Board held on September 14, 2009, were distributed. Motion (Gonzalez), second (Christensen), carried (unanimous) that the minutes be approved as written.

III. Reports

- A. Library Director's Report of his business activities for the District during September 2009, including meetings attended, district business conducted and financial transactions

Baldwin submitted the Library Director's Report for July 2009, 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. Investment Officer, Board of Trustees, Report of status of the District's investments as of

TEXPOOL INVESTMENT SUMMARY AS OF September 30, 2009:

Beginning Balance	\$964,578.84
Total Deposits	\$15,900.00
Total Withdrawals	\$0
Total Monthly Interest	\$224.32
Current Balance	\$980,703.16
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$730,703.16

C. Treasurer, Board of Trustees, Report of financial status of the Districts as of September 30, 2009; including income, expenditures, bank statements and TexPool Account

September 2009 Summary:

	Month:	Fiscal YTD:
Total Income	\$59,893.69	\$802,958.40
Total Expenses	\$56,566.64	\$617,450.71
Total Income - Total Expenses	\$3,327.05	\$185,732.01
Investment Interest	\$224.32	
Current Investment Balance	\$980,703.16	
Current Adjusted Checking Acct. Balance	\$24,059.68	
Curr. Invest. Bal. + Curr. Bank Bal.	\$1,004,762.84	

IV. Old Business

A. Budget Adjustment To FY 2008/09 Budget.

Approved on motion by Christensen, second by Baird, and unanimous vote.

B. Other old business

No other old business

V. New Business

A. Consider Authorizing a Staff Compensation Study.

On motion by Baird & second by Christensen, unanimous approval to accept the proposal from Public Sector Consultants to do a study within 30 days for not more than \$3,000.

B. Consider By Laws Regarding Trustee Compensation.

Continued to the next meeting. Director Baldwin was asked to bring the City's Council Compensation policy to the next meeting for comparison.

C. Consider Quote for Adding Video Equipment.

On motion by Gonzalez & second by Baird, unanimous approval to accept the quote from ESP of Texas for \$5,829.59 for various video and audio equipment to be purchased and installed.

D. Consider quote from Kirk & Richardson to do annual audit.

On motion by Gonzalez & second by Christensen, unanimous approval to accept the quote from Kirk & Richardson of \$5,275, to perform the annual audit.

E. Consider Authorizing A New Long-Range Plan.

The Board discussed the need for a new strategic plan since the current one ends in 2010. The Board, without vote, indicated its approval for Baldwin to proceed with strategic planning.

F. Consider Matching TexPool Fund Amount To Declining Frost Loan Principal.

Gonzalez proposed paying off the Frost Bank loan by the end of FY 2012 if sufficient funds are in TexPool over and above a prudent reserve and the emergency fund of \$250,000. Without vote, the Board asked Baldwin to include this as a goal in writing the new strategic plan.

G. Other new business

No other new business

VI. Public Comment

No public comment

VII. ADJOURNMENT

Having no further business, motion (Baird), second (Gonzalez), carried (unanimous) to adjourn the meeting at 7:07 p.m.

Respectfully submitted,

Mike Baldwin for Julie Bakke, Secretary

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