

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 12, 2005

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

MEMBERS PRESENT:

- Jean Sherwin
- Rick Heyser
- Julie Bakke
- John Fares

MEMBERS ABSENT:

- Manny Gonzalez

ALSO PRESENT:

- Mike Baldwin
- Helen 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. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on August 8, 2005 were distributed. Sherwin asked the word "upgrading" be change to "upgrade" under the new business discussion of the library web site. Motion (Fares), second (Sherwin), carried (unanimous) that the minutes be approved as amended.

III. REPORTS

A. LIBRARY DIRECTOR

Baldwin submitted the *Library Director's Report for August 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, along with Board of Trustees meeting minutes and recent

Treasurer's reports.

B. TREASURY REPORT

August 2005 SUMMARY:

	Month:	Fiscal YTD:
Total Income	\$59,885.38	\$526,854.74
Total Expenses	\$18,218.93	\$322,557.42
Total Income - Total Expenses	\$41,666.45	\$204,297.32
Investment Interest	\$1262.52	
Current Investment Balance	\$516,984.72	
Current Checking Acct. Balance	\$44,066.62	
Curr. Invest. Bal. + Curr. Bank Bal.		\$561,051.34

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF August 31, 2005:

Beginning Balance	\$474,565.80
Total Deposits	\$41,000.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$1,418.92
Current Balance	\$516,984.72
Earmarked as "Reserve Fund"	\$125,000.00
Earmarked for Building Expansion	\$391,984.72

IV. OLD BUSINESS

A. John Dawson-Architect's Contract

John Dawson was unable to attend the meeting.

B. FY 2004-2005 Budget Adjustment

A budget adjustment was necessary to cover the billing of books and AV material on the same invoice charged to the book line item. Sherwin moved that the budget be amended by \$2000 and this amount is taken from the Audio-visual line item and placed into the book line item. Second by Bakke, motion carried unanimously.

C. Review of the District Strategic Plan

Baldwin discussed the change made to the strategic plan by request of the board to amend the challenged material section to allow the library director to address the challenge initially and then if a patron is dissatisfied, the matter will be brought to the board. Motion to accept the strategic plan as written (Bakke) second (Fares) carried unanimously.

D. Changes in the Health Insurance Coverage

Discussion was held regarding the changes in the health insurance coverage offered by the City of Benbrook. Motion (Sherwin) made to adopt the PPO health insurance coverage as put forward by the City of Benbrook with the option of the employees to maintain HMO coverage by paying the increase in cost. Second (Fares), passed (unanimous)

E. Adopt the Library District's FY2005-2006 Budget

Discussion was held regarding the 05-06 budget and the percentage pay increase for the library staff. Motion (Bakke) made to accept the budget with a 3.5% staff increase and a \$5000 salary increase for the library director as presented. Second (Sherwin) motion carried (ayes: Heyser, Bakke, Sherwin) opposed: Fares).

V. NEW BUSINESS

A. No new business

VI. PUBLIC COMMENT -

Helen Baldwin from the BPL Friends of the Library presented the date of the annual appreciation dinner as November 7, 2005. The quilt raffle will begin again at the end of October. There will be two garage sales to benefit the library September 30-October 1 and on October 22, 2005 (city wide sale).

VII. ADJOURNMENT

There being no further business, motion (Fares), second (Sherwin), carried (unanimous) to adjourn the meeting at 7:31 p.m.

Respectfully submitted,

Julie Bakke, Secretary

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