

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 11, 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
- Sherri Newhouse

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. Sherri Newhouse-Explanation of Health Benefits

Ms Newhouse from the City of Benbrook presented the health benefits package the City was offering to its employees. She answered questions from the board. Discussion was held regarding the benefits package to be offered to the employees of the Benbrook Library District. The Board would like to thank Ms Newhouse for coming to our meeting and answering questions.

III. CONSIDERATION OF THE MINUTES

The minutes of the meeting of the Board held on August 13, 2007 were distributed. Motion (Gonzalez), second (Baird), carried (unanimous) that the minutes be approved as written.

IV. Reports

A. LIBRARY DIRECTOR

Baldwin submitted the Library Director's Report for August 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

August 2007 SUMMARY:

	Month:	Fiscal YTD:
Total Income	\$68,169.16	\$651,106.68
Total Expenses	\$32,139.98	\$410,718.75
Total Income - Total Expenses	\$36,029.18	\$240,387.93
Investment Interest	\$7282.73	
Current Investment Balance	\$1,595,764.88	
Current Checking Acct. Balance	\$24,541.64	
Curr. Invest. Bal. + Curr. Bank Bal.	\$1,639,415.49	

C. INVESTMENT OFFICER, BOARD OF TRUSTEES

TEXPOOL INVESTMENT SUMMARY AS OF August 31, 2007:

Beginning Balance	\$1,703,482.15
Total Deposits	\$60,000.00
Total Withdrawals	\$175,000.00
Total Monthly Interest	\$7282.73
Current Balance	\$1,595,764.88
Earmarked as "Reserve Fund"	\$125,000.00
Earmarked for Building Expansion	\$1,470,764.88

V. Old Business

A. Library Facility

A change order in the amount of \$20,885.50 was executed by Baldwin. Questions were asked regarding the ongoing construction and were answered by Baldwin.

B. 2007-2008 Library District Budget

1. Executive Session Pursuant to Sec. 551.074, Government Code, Deliberation Regarding Personnel Matters: Library Director's Evaluation

The Board went into Executive Session at 7:10 p.m. and came out of this session at 7:25 p.m. No action was taken.

2. Report on the Library Director's 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.

3. Approving a contract for the Library Director

A motion was made (Gonzalez) second (Sherwin) carried unanimously to grant the library director a 3% raise.

4. Adopting the FY2007-2008 Budget

Discussion was held regarding the FY07-08 budget for next year. Motion was made (Baird) second (Gonzalez) carried unanimously to approve Option B, 3% salary increase and no new staff with the adjustment in group insurance to \$15,600 and an additional line item "Reimbursable Health Costs" in the amount of \$6750.00.

C. Other Old business

No other old business

VI. New Business

A. Budget Adjustment

Motion was made (Bakke) second (Sherwin) carried (unanimously) to accept the budget adjustment in the amount of \$2447.00 as written

B. Other New business

No other new business.

VII. PUBLIC COMMENT

No public comment

VIII. ADJOURNMENT

There being no further business, motion (Sherwin), second (Bakke), carried (unanimous) to adjourn the meeting at 8:17 p.m.

Respectfully submitted,

Julie Bakke, Secretary