

MINUTES
BENBROOK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 19, 2011

Benbrook Public Library
1065 Mercedes Street
Benbrook, Texas 76126
Work session at 5:45 Regular meeting at 6:00 P. M.

Members Present:

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

Also Present:

- Mike Baldwin Steve Clegg Anita Mitchell
- Sylvia Hansen Consuela Galindo Pete Galindo

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. A quorum was present and due notice was published

II. Consideration of the minutes

The minutes of the meeting of the Board held August 15, 2011 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 August 2011 described meetings attended, district business conducted and financial transactions.

Baldwin submitted the Library Director's Report for August 2011, in which he highlighted milestones and attainments of the Benbrook Public Library as well as activities of the staff. 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 report

- B. Investment Officer, Board of Trustees, Report of status for the District's investments as of August 31, 2011

TEXPOOL INVESTMENT SUMMARY AS OF July 31, 2011:

Beginning Balance	\$1,377,620.18
Total Deposits	\$45,000.00
Total Withdrawals	\$0.00
Total Monthly Interest	\$101.50
Current Balance	\$1,422,721.68
Earmarked as "Reserve Fund"	\$250,000.00
Earmarked for Building Expansion	\$1,172,721.68

- C. Treasurer, Board of Trustees, Report of financial status for the District as of August 31, 2011; including income, expenditures, bank statements and TexPool Account

August 2011 Summary:

	Month:	Fiscal YTD:
Total Income	106,829.23	\$1,016,755.78
Total Expenses	\$48,929.22	\$475,432.80
Total Income - Total Expenses	\$47,626.41	\$541,322.98
Investment Interest	\$101.50	
Current Investment Balance	\$1,422,721.68	
Current Checking Acct. Balance	\$47,015.00	
Curr. Invest. Bal. + Curr. Bank Bal	\$1,172,721.68	

IV. Old Business

- A. Consider Director's budget proposal for fiscal 2011/2012

Motion (Baird) second (Gonzalez) passed unanimously to accept the budget as written.

- B. Other Old Business

No other old business

V. New Business

- A. Approve the budget adjustment for FY 2010/2011

Motion (Bakke) second (Baird) passed unanimously to accept the budget adjustments as written.

- B. Approve Steve Clegg as signatory to district bank accounts

Motion (Baird) second (Gonzalez) passed unanimously

- C. Consider library directors request to attend Plant Conference Oct 26-28.

Motion (Baird) second (Christensen) passed unanimously .

- D. Consider employee background checks

Discussion held. Motion table pending attorney consult and investigation of financial costs

- E. Consider library website development

Discussion held with Steve Clegg. No action taken.

- F. Other new business

Next meeting will be October 24, 2011

VI. Public Comment

Members of the public expressed agreement with the addition of more hours and background checks.

VII. ADJOURNMENT

Having no further business, motion (Baird), second (Gonzalez), carried (unanimously) to adjourn the meeting at 7:16 p.m.

Respectfully submitted,

Julie Bakke, Secretary