

BULVERDE AREA RURAL LIBRARY DISTRICT
Regular Monthly Session
May 20, 2021

CALL TO ORDER

Donna Harris, President, called the Board of Trustees' Regular Monthly Session meeting to order at 9:41 a.m.

QUORUM

Board Trustees Donna Harris, Dale Pillow, Deborah Neubauer, Michele Grauerholz, and Judith Fleming were present (both in person and via Zoom) and constituted a quorum. Also present were MaryLu Zellers, Becky Fairchild, and Susan Herr.

1. Public Comments:

No one requested to attend this meeting.

2. Discussion/Action Item from the Friends of the Library (MaryLu Zellers)

The FOL will participate in the Big Give event, to assist with the costs of the library's digital resources. They will decide in August on a Book & Author event. It will take at least a year of planning. They haven't decided about having a FOL Tea. Mary Pettit would like to have a sale of children's books when the summer reading program begins.

3. Discussion/Action Item from the Foundation of the Library (Becky Fairchild)

The Foundation would like to support the Book & Author event. They will be reviewing their budget.

4. Approval of Minutes –April 15, 2021 Online BARLD Regular Session, (Michele Grauerholz)

Michele Grauerholz made a motion to approve the minutes of the BARLD Regular Monthly Session on April 15, 2021. Deborah Neubauer seconded, and the motion passed unanimously.

5. Discussion/Action Item on Financial Report (Deborah Neubauer)

Deborah Neubauer presented the following reports:

- April 2021 Balance and Interest sheet per Institution/Account, and monthly total sums, dated April 30, 2021; prepared and signed by Deborah Neubauer.
- Bulverde Area Rural Library District Profit and Loss Statement with Bills, Budget Performance 2020-2021, with Year-To-Date and Monthly overviews, dated April 30, 2021; prepared and signed by Deborah Neubauer.
- Deborah Neubauer addressed the MFPL 10 year building note (Certificate of Obligation) and in looking at the payment schedule of \$62,000 per month, she recommended that the proposed budget should include focusing on paying down the principal on this note. Deborah Neubauer suggested that at some point we might want to renegotiate the debt at a lower interest rate.

6. Discussion/Action Item on credit card bill (Deborah Neubauer)

Deborah Neubauer made a motion to approve the April Chase Credit Card bill in the amount of \$5,168.63 paid automatically via online banking. Dale Pillow seconded, and the motion passed unanimously.

7. Discussion/Action Item on Library Director's Report (Susan Herr)

As of midnight Friday, 5/21, per the Texas Governor's orders, the library can no longer require patrons to wear masks indoors. Susan reported that ¼ of the library staff say they won't get the vaccine and this has raised concerns for the other staff members. After much discussion, the Board issued a statement of consensus that MFPL employees must be vaccinated or wear a face mask or face possible termination. With the support of the Board and with Texas being an 'at will' state, Susan feels that this will help support her main objective; to keep everyone safe. The MFPL Summer reading programs are on schedule to begin but will be held outside or online only, for safety concerns. After discovering that over 100 Large Print books have been stolen it was decided that posting signage letting patrons know there are security cameras placed throughout the library will help discourage theft. The stolen outside wind spinner will be replaced and the base will be set in concrete.

8. Discussion/Action Item on proposed budget (Donna Harris)

After reviewing the MFPL operating costs, the Board recommended a proposed budget of \$200,000 per month, minimum, or an annual proposed budget of \$2.4 million. Going forward, budgeting will require new figures on which to base future budgets. Deborah Neubauer reminded the Board that funds are available from external special funds to cover building maintenance costs.

At 10:56 am, Deborah Neubauer left the meeting. A quorum of trustees remained in the meeting.

9. Discussion/Action Item to review the Planning Calendar

a. November election

Dale Pillow made a motion that the BARLD call for election of members. Susan will post this information on the library website in mid-June. After the application deadline, Susan will let the county know if there will be a need for an election. Judith Fleming seconded the motion. The motion passed unanimously.

b. Strategic Planning coordinated meeting with support groups

Donna Harris said the Strategic Planning Goal Setting meeting (FOL, BARLD, Foundation and Staff) should not be scheduled until next month. Donna asked Michele Grauerholz to edit the BARLD planning calendar to reflect the scheduling changes that were discussed.

The next Regular Monthly Session of the Board of Trustees will, once again, be a hybrid meeting (in person and via Zoom) at 9:30 am on June 17, 2021.

Adjourn:

Donna Harris adjourned the meeting at 11:08 a.m.

Respectfully submitted,

Michele Grauerholz, Secretary

