

**BULVERDE AREA RURAL LIBRARY DISTRICT**  
**Regular Monthly Session**  
**December 16, 2021**

CALL TO ORDER

Donna Harris, President, called the Board of Trustees' Regular Monthly Session to order at 9:33 a.m.

QUORUM

Donna Harris, President, Dale Pillow, Vice-President, and Judith Fleming, Trustee at Large, were present and constituted a quorum. Also present were Bev Lemes, Suzanne Kratz, Betty Cramer and Susan Herr, Library Director.

1. Public Comments:

Bev Lemes thanked the board for allowing the placement of a memorial bench on the front patio, to complement the existing bench and military monument. There was discussion and agreement that the placement of the bench improved the general look of the front porch area, and the board thanked the Lemes for their contribution.

2. Discussion/Action Item from the Friends of the Library (Suzanne Kratz)

Suzanne reported on the success of the Holiday Tea, and on the attendance of two members, Suzanne and Linda Quintero, at the Chamber of Commerce power lunch. Networking in the community is important to promote the image of the library, and Suzanne said she may recommend that the FOL attend these events regularly.

3. Discussion/Action Item from the Foundation of the Library (Betty Cramer)

The Foundation made a presentation at the December Chamber of Commerce power luncheon. Pat Rodriguez made the presentation, which included a solicitation, and netted \$150 for the foundation. They are currently planning their next fundraiser for February.

4. Approval of Minutes – November 18, 2021 Regular Meeting

Dale Pillow made a motion to approve the minutes of the BARLD Regular Monthly Session for November 18, 2021. Judith Fleming seconded, and the motion passed unanimously.

5. Discussion/Action Item on Financial Report

Financial reports were distributed to the board.

- November 2021 Balance and Interest per Institution/Account, and monthly total sums, dated November 2021; prepared and signed by Debbie Neubauer.
- Bulverde Area Rural Library District Profit and Loss Statement with Bills, Budget Performance 2020-2021, with Year-To-Date and Monthly overviews, dated November 2021; prepared and signed by Debbie Neubauer.

Also noted by Donna Harris : The RBFCU County Reserve CD has been cashed out and funds are in the process of being deposited to Texas Class Comal County Reserved Funds—Restricted.

7. Discussion/Action Item on credit card bill for library (Donna Harris) Dale Pillow made a motion to approve the Chase Credit Card bill in the amount of \$ 9921.39, paid automatically via online banking. Judith Fleming seconded, and the motion passed unanimously.

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

Susan reported that the Polar Express program was especially well-received by the public, and that the staff was able to do more (and possibly enjoy it more) since the Night Before Christmas program was not held this year.

10. Discussion/Action Item on potential replacement of chilled water system (Susan Herr)

Susan reported some difficulty in formatting the bid process. After some discussion, the board supported Susan's request to hire M&S Engineering to do hourly work to streamline the processes involved in making the correct determination of how to address our problem with the chilled water system.

11. Discussion/Action Item on upcoming Planning Calendar items for (Donna Harris)

At this time we have completed all calendar items for the year. There will be no additional review of Health Providers this year.

12. Discussion/Action Item to schedule next Trustee meeting for January 20, 2022.

The next Trustee meeting will be on January 20, 2022 at 9:30 am.

Adjourn:

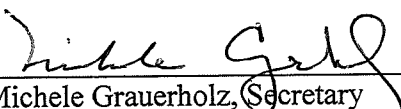
Donna Harris adjourned the Regular Monthly Session of the Board of Trustees' meeting at 10:13a.m.

Respectfully submitted,

Donna Harris, President for Michele Grauerholz, Secretary

Approved:

  
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Donna Harris, President

  
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Michele Grauerholz, Secretary