

BULVERDE AREA RURAL LIBRARY DISTRICT
Regular Monthly Session
February 17, 2022

CALL TO ORDER

Donna Harris, President, called the Board of Trustees' Regular Monthly Session to order at 9:30 a.m.

QUORUM

Board Trustees Donna Harris, President, Dale Pillow, Vice President, Deborah (Debbie) Neubauer, Treasurer, Michele Grauerholz, Secretary, and Judith Fleming, Trustee at Large, were present and constituted a quorum. Also present were Betty Cramer, Bev Lemes, and Linda Quintero.

1. Public Comments:

There were no comments from the public.

2. Discussion/Action Item from the Friends of the Library (Linda Quintero)

The annual meeting was held, via Zoom, and there is a new slate of officers. They are: Mary Lu Zellers, President, Jo Ellen Towry, Vice-President, Linda Quintero, Treasurer, Deborah Halstead and Anne-Marie Kimbell, Co-Secretaries, Athena Houghtaling, Director of Committees, and Susan Shapiro and Susan Lamarre, Directors at Large. There will be a subcommittee to amend the bylaws to include the use of virtual meetings. Several fundraising events are on the calendar. The Big Give will take place in September. There will be a S.T.A.G.E. benefit performance on May 5th and tickets can be purchased directly from the S.T.A.G.E. website. Debbie Neubauer reported that she is in the process of organizing the library's participation in the national program called Wreaths across America, and explained that this program, with the work of volunteers, places Christmas wreaths on the graves of veterans. There will be an FOL Chamber presentation in April.

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

Betty reported that the first meeting of the year was held and the budget was approved. The Book Ball invitations were sent out. There will be two fundraisers held, one in the spring and one in the fall to attract sponsors. One will be called Library Golf and will be a family activity and the other may possibly take place at a local winery.

4. Discussion/Action Item on potential property for sale in northern part of District (Susan Herr)

Discussion about the area off 281 and 306 where the proposed new HEB grocery store would be built. There is a 6 acre parcel of land across from the proposed HEB location and is priced at approximately \$850k. Having the HEB there would make this a good location for a library annex. There would be expected road improvements to make access easier for both businesses in that area. There was discussion regarding the long term goals of acquiring more property for library growth and perhaps a dedicated Children's library. There is also a smaller parcel of land near the library owned by the Mays family that might also be a desirable acquisition. The Board may try to contact an area realtor to discuss these ideas. Donna asked Debbie Neubauer if the library had sufficient funds to purchase the \$850K property and Debbie felt that it would be wise to finance the purchase since we have good credit history from the library expansion loan. Donna felt that, through these actions, patrons who ask what the library does with their funds would better understand our goals.

5. Approval of Minutes – December 16, 2021 Regular Meeting

Michele Grauerholz made a motion to approve the minutes of the BARLD Regular Monthly Session on January 20, 2022. Dale Pillow seconded, and the motion passed unanimously.

6. Discussion/Action Item on Financial Report (Debbie Neubauer)

Debbie Neubauer presented the following reports:

- January 2022 Balance and Interest sheet per Institution/Account, and monthly total sums, dated January 31, 2022; prepared and signed by Debbie Neubauer.
- Bulverde Area Rural Library District Profit and Loss Statement with Bills, Budget Performance 2021-2022, with Year-To-Date and Monthly overviews, dated January 31, 2022; prepared and signed by Debbie Neubauer.

Debbie reported that the Security Service CD will mature in March. She made a motion that she transfer the funds to our Texas Class Comal County Reserve Restricted account. Dale Pillow seconded the motion and it passed unanimously.

Discussion about the feasibility of purchasing land for the library. Debbie Neubauer recommended that if the library were to go forward on this plan it would be better to have the purchase financed as opposed to purchasing it outright with library funds. With our experience with the library expansion loan, obtaining financing should not be a problem.

7. Discussion/Action Item on Budget (Susan Herr)

There was discussion on how potential purchase of land would be reflected in library budget plans.

8. Discussion/Action Item on credit card bill for library (Debbie Neubauer)

Debbie Neubauer made a motion to approve the Chase Credit Card bill in the amount of \$6,895.76 paid automatically via online banking. Dale Pillow seconded, and the motion passed unanimously.

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

Hannah Johnson is the new PT hire for the Adult Programming Specialist position and will be taking over some of Ashley Aguilon's Makerspace duties. There is still one more vacant PT position that will be responsible for the more technical aspects of the Makerspace position Ashley held. There has been good attendance with more new families attending children's activities. Voting is currently going on and having the entrance for those voting being moved away from the main entrance has helped with traffic flow. AARP tax help has been busy with 12 tax assistants currently available. Susan thinks that because this service is not offered nearby, like the Canyon Lake area, more people are relying on the library.

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

Susan reported that after a comparison of systems (a replacement chiller versus a VRV system) and their associated long term and short term costs she feels that the most practical choice for the library is a replacement chiller. There was discussion about advances in the technology that might bring costs down in the future but right now the VRV system would cost three times as much as a replacement chiller. Susan feels that since we need to allow for the time for the RFP and then putting it out for bid, the sooner we decide the better. Debbie Neubauer made a motion that the library start the process to purchase a replacement chiller and Dale Pillow seconded and the motion passed unanimously. Debbie Neubauer added that this will need to be reflected on the upcoming budget.

11. Discussion/Action Item on Trustee reports from other meetings attended (Dale Pillow)

Dale attended the 1st Quarterly meeting of the Bulverde Spring Branch Economic Development Foundation meeting. She reported that the Bulverde City Manager, Danny Batts, gave a good overview of the state of the city. The city expects the population within city limits to grow to 20,000 by the year 2030 and is working on growth management to prepare for the increased need for services. There will be a bid packet going out this week out for a new Police building which will be located behind City Hall.

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

At this time Donna wants to hold off on reviewing policies to see how the changes we made during the last review have been effective. If something comes up that needs attention we could meet to discuss.

13. Discussion/Action Item to schedule next Trustee meeting for March 17, 2022

The next Trustee meeting will be on March 17, 2022 at 9:30 am.


Adjourn:

Donna Harris adjourned the Regular Monthly Session of the Board of Trustees' meeting at 10:40 a.m.

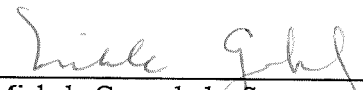
Respectfully submitted,

Michele Grauerholz, Secretary

Approved:



Donna Harris, President


Michele Grauerholz, Secretary