

**BULVERDE AREA RURAL LIBRARY DISTRICT**  
**Regular Monthly Session**  
**June 16, 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, and Michele Grauerholz, Secretary, were present and constituted a quorum. Judith Fleming, Trustee at Large was absent from the meeting. Also present were Susan Herr, Library Director, Betty Cramer, Treasurer of the BARLD Foundation, Mary Lu Zeller, President of The Friends of the Library, Scott Wayman, Bulverde Spring Branch Economic Development Foundation, Tom Hackleman, Vantage Realty Group, Bev Lemes, Rob Lerner, and Montana Rindahl.

1. Public Comments:

Scott Wayman, the Executive Director of the Bulverde Spring Branch EDF, was in attendance and reminded the Board that the next meeting is in July. Among the Foundation's goals are the ongoing efforts to manage area growth while maintaining a desirable quality of life. He encouraged the Board to meet with him for any discussions.

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

The final revised bylaws are not yet ready for presentation to the Board for approval. FOL members handed out water at the Summer Reading Kickoff on June 11, and Montana reported that there were just under 1000 attendees. Suzanne Kratz and Michele Grauerholz met with Mackenzie Broderick and worked on the publicity for the September 21<sup>st</sup> Book & Author event. Catering for the lunch still needs to be decided. The Wreaths Across America fundraiser has started and some orders have already been placed. The FOL Excursion committee cancelled the San Antonio Missions baseball game on June 14, but the visit to the New Braunfels Quilt Guild on July 22, and a trip to Fredericksburg on November 1st. are still on the schedule. The FOL meetings are on the third Monday of the month at 4 pm.

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

Planning has begun for the library golf fundraiser to be held at the library on September 10<sup>th</sup>.

4. Approval of Minutes – May 19, 2022 Regular Meeting

Michele Grauerholz made a motion to approve the minutes of the BARLD Regular Monthly Session on May 19, 2022. Dale Pillow seconded and the motion passed unanimously.

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

Debbie Neubauer presented the following reports:

- May 2022 Balance and Interest sheet per Institution/Account, and monthly total sums, dated May 31, 2022; prepared and signed by Debbie Neubauer.
- Bulverde Area Rural Library District Profit and Loss Statement with Bills, Budget Performance 2022-2023, with Year-To-Date and Monthly overviews, dated May 31, 2022; prepared and signed by Debbie Neubauer.

There have been no outstanding changes. The Profit & Loss Budget Performance statement shows under *Building Maintenance*, the \$121,909 amount which reflects the cost for the library air unit and the new patio railing.

We are in Year 5 of the Mammen Programming fund and expect to receive these funds in June.

6. Discussion/Action Item on Budget (Susan Herr)  
The Board reviewed the Fiscal Year 2022-2023 Approved Budget. Donna signed off on it. The Capital Expense Budget is now listed separately and is easier to read.
7. Discussion/Action Item on LOI for 143 Bulverde Crossing  
Susan discussed the limits of the existing Children's library space and the need for expansion. The lot located at 143 Bulverde Crossing, which is 2.39 acres, could be configured to provide 12,600 sq. ft. of usable space. Dale made a motion to accept the LOI to purchase the lot. The motion died for lack of a second. There was additional discussion where concerns were addressed with the realtor, Tom Hackleman. After, Dale moved to accept the LOI (with the details of value, property description, earnest money and deadline), Michele seconded. The motion passed unanimously.
8. Discussion/Action Item on credit card bill for library (Debbie Neubauer)  
Debbie made a motion to approve the Chase Credit Card bill in the amount of \$6,258.22 paid automatically via online banking. Dale seconded, and the motion passed unanimously.
9. Discussion/Action Item on Library Director's Report (Susan Herr)  
It has been very busy and Susan acknowledged the great work being done by the people providing library programs.
10. Discussion/Action Item on Trustee reports from other meetings attended  
Dale plans to attend the next EDF quarterly meeting on July 6. Michele continues to work with Suzanne Kratz on planning the publicity for the Book & Author event in September.
11. Discussion/Action Item on November election calendar (Susan Herr)  
Susan has posted election information. The application period is mid-July through mid-August.
12. Discussion/Action Item on solar proposal (Rob Lerner)  
Rob presented a proposal from Renergy Solar & Water Systems, for a library solar power system package, with an estimated cost of \$491,216. Dale wants to look into possible grant funding for this. Donna asked Rob to get one other quote, check on the references for this vendor and to look at places where they have completed work.
13. Discussion/Action Item on Upcoming Planning Calendar (Donna Harris)  
For the month of June, under *Get bids/quotes for auditor*, Dale recommended that the Board research a new audit service provider. This will help ensure public confidence in the process.
14. Discussion/Action Item to schedule next Trustee meeting for July 21, 2022  
The next Trustee meeting will be on July 21, 2022 at 9:30 am.


Adjourn:

Donna Harris adjourned the Regular Monthly Session of the Board of Trustees' meeting at 11:23 a.m.

Respectfully submitted,

Michele Grauerholz, Secretary

Approved:



Donna Harris, President

  
Michele Grauerholz, Secretary

