

BULVERDE AREA RURAL LIBRARY DISTRICT
Regular Monthly Session
August 18, 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 Susan Herr, Library Director, Betty Cramer, Treasurer of the BARLD Foundation, and Mary Lu Zellers, President of The Friends of the Library, and Bev Lemes.

1. Public Comments

There was no input from the general public.

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

The updated bylaws were approved. Book and Author tickets are now available until September 7th, and can be purchased online or at the circulation desk. Linda Quintero will send an eblast about the upcoming Big Give which will be September 22-23. Plans for the library's November 11 Veterans Day celebration are starting and Wreaths Across America will be featured during this event. The FOL is working with the Foundation to support the non-profit roundtable to be held on October 14.

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

The golf fundraiser will be held at the library on October 1, from 10 am – 3 pm. Tickets will be \$20 for a family of four. The library will be closed that day and food trucks will be part of this event.

4. Approval of Minutes – July 21, 2022 Regular Meeting

Dale made a motion to approve the minutes of the BARLD Regular Monthly Meeting on July 21, 2022. Judith seconded and the motion passed unanimously.

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

Debbie Neubauer presented the following reports:

- July 2022 Balance and Interest sheet per Institution/Account, and monthly total sums, dated July 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 July 31, 2022; prepared and signed by Debbie Neubauer.

Deposited Mammen programming funds are reflected in the Balance and Interest Statement. Debbie will be attending the required PFIA training in December in San Antonio. The First United Tech account has a small balance to keep it open and will no longer be a Tech account. Toward the end of the month, Debbie will transfer money from the First United checking account to the Texas Class General Fund Unrestricted account. The property insurance was paid.

6. 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 \$7,299.27 paid automatically via online banking. Michele seconded, and the motion passed unanimously.

7. Discussion/Action Item on Library Director's Report (Susan Herr)
The new calendaring system is now online. Susan will purchase a 10'x 12' Tuff Shed storage shed for extra library items not regularly used. It will be set up outside near the back of the library where it will be easy to access. An immediate repair issue with the existing chiller has come up and because the new chiller installation is not scheduled for another four months the decision was made to pay for the needed repairs.

8. Discussion/Action Item on Trustee reports from other meetings attended
No one reported any activity.

9. Discussion/Action Item on November election calendar (Susan Herr)
Dale made a motion to order an election to be held November 8th 2022. Debbie seconded and the motion passed unanimously. Dale made a motion that the Board hold a drawing to determine the ballot order for the four candidates. Debbie seconded and the motion passed unanimously. Michele completed the Board secretary paperwork to oversee the drawing for the ballot order.

10. Discussion/Action Item on LOI for 143 Bulverde Crossing
There has been no activity.

11. Discussion/Action Item on Upcoming Planning Calendar (Donna Harris)
The Board is current with the calendar.

Donna Harris suspended the Regular Monthly Session of the Board of Trustees at 10:21 a.m. for a Closed Session.

12. Closed Session
Meeting was called to order by Donna Harris at 10:21 am, with all Board members present, as well as Susan Herr. Closed Session adjourned at 10:47 am.

The Regular Session was resumed by Donna Harris at 10:47a.m., with all Board members present, as well as Susan Herr.

13. Discussion/Action Item to schedule next Trustee meeting for September 15, 2022
The next Trustee meeting will be on September 15, 2022 at 9:30 am.

Adjourn:

Donna Harris adjourned the Regular Monthly Session of the Board of Trustees' meeting at 10:47 a.m.

Respectfully submitted,

Michele Grauerholz, Secretary
Approved:

Donna Harris

Donna Harris, President

Michele Grauerholz

Michele Grauerholz, Secretary