

BULVERDE AREA RURAL LIBRARY DISTRICT
Regular Monthly Session
July 21, 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 Zeller, President of The Friends of the Library, Bev Lemes and Mike Vickers.

1. Public Comments:

Mike Vickers, who is a library volunteer, asked to attend and learn about our meetings. Bev Lemes brought a San Antonio magazine that featured an article about a local artist specializing in murals. She said we may want to keep this individual in mind for possible future plans.

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

Mary Lu reported that the New Braunfels Quilt Guild field trip is scheduled for July 22nd. The updated bylaws will be voted on at a membership meeting at the library on August 3. Members of the Board will be present to greet members and answer any questions. Arrangements will be made for those members who are unable to vote in person. A Book and Author meeting is scheduled for next week to choose the caterer and complete the details, such as the ticket price.

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

Betty reports that the golf fundraiser has been moved to October 1. Foundation meetings are on the first Thursday of the month at 5:30 pm. There will be a roundtable held at the end of August to present the library's new non-profit grant database app that is now available. This is for selected non-profits in the area.

4. Approval of Minutes – June 16, 2022 Regular Meeting and May 22, 2022 Special meeting

Michele made a motion to approve the minutes of the BARLD Regular Monthly Session on June 16, 2022. Debbie seconded and the motion passed unanimously.

Michele made a motion to approve the minutes of the May 22, 2022, Special meeting. Dale seconded and the motion passed unanimously.

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

Debbie Neubauer presented the following reports:

- June 2022 Balance and Interest sheet per Institution/Account, and monthly total sums, dated June 30, 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 June 30, 2022; prepared and signed by Debbie Neubauer.

Debbie presented the Fourth Quarter Balance and Interest Sheet and the Annual Balance and Interest Sheet. The RBFCU and SSFCU accounts are now zeroed out with the funds deposited into the Comal County Reserve Restricted fund. The Mammen Programming funds were received in June and deposited into Texas

Class in July. The Annual Beginning /Ending Balance with Interest statement shows earnings of \$37,971.09, most of which is Mammen Programming and General Fund Unrestricted funds.

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 \$9,447.31, paid automatically via online banking. Dale seconded, and the motion passed unanimously.

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

Susan reported that the library has issued 492 new library cards this month, a big increase from the usual 250. Some cards were for new residents and some were renewals. The summer reading program is going very well and the staff has been able to create great programs for little cost. The 'Touch a Truck' event was a huge hit. Library staff is still learning how to implement the new calendaring software. Susan is interviewing applicants for positions that will soon be open.

8. Discussion/Action Item on Trustee reports from other meetings attended

Dale attended the Economic Development Forum quarterly meeting on July 6. The mayor and the new City Manager were present. Dale said the attendees were very surprised when she reported the number of summer program attendees and how well the staff has done providing these programs under budget. A representative from TXDOT spoke about the construction on Hwy. 46, which will begin in October, and provided information where citizens can sign up for TXDOT updates, via texts on their phone. The project is expected to take 4 years. The mayor said that the area is expecting to see between 1600 and 1900 more students.

9. Discussion/Action Item on November election calendar (Susan Herr)

Susan has posted election information. The application period is mid-July through mid-August and applications are on the website. How many people apply will determine if we need to hold an election.

10. Discussion/Action Item on LOI for 143 Bulverde Crossing

Debbie presented documentation regarding the financing on the existing library expansion loan. She also reviewed past and current budgets, along with revenue generated. Donna asked the Board to consider these figures and there was discussion about whether to pay for the land with existing funds or finance the purchase. The cost savings in interest made a strong case for paying with existing funds. The land purchase has not yet been able to proceed due to activity on the seller's part.

11. Discussion/Action Item to contract for annual audit (Susan)

Susan researched and chose West, Davis, & Company, to conduct our required annual audit. The Board requested Susan to contact them to start the audit. Their quote was competitive but slightly lower than what we've been paying. The audit will take place in August.

12. Discussion/Action Item on Upcoming Planning Calendar (Donna Harris)

Donna will work with Michele to revise the calendar.

13. Discussion/Action Item to schedule next Trustee meeting for August 18, 2022

The next Trustee meeting will be on August 18, 2022 at 9:30 am.

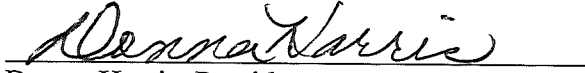
Adjourn:

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

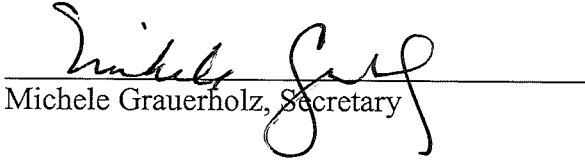
Respectfully submitted,

Michele Grauerholz, Secretary

Approved:

A handwritten signature in cursive script, appearing to read "Donna Harris", written over a horizontal line.

Donna Harris, President

A handwritten signature in cursive script, appearing to read "Michele Grauerholz", written over a horizontal line.

Michele Grauerholz, Secretary

