

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting
June 15, 2023

CALL TO ORDER

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

QUORUM

Board Trustees Donna Harris, President; Michele Grauerholz, Vice President; Deborah (Debbie) Neubauer, Treasurer, and Judith Fleming, Trustee at Large, were present and constituted a quorum. Also present were Susan Herr, Library Director; Deborah Halsted (representing the Friends of the Library); Eugenia Southwell (representing Foundation of the BARLD); Betty Cramer, and Bev Lemes.

1. Discussion/Action Item from the Friends of the Library (Deborah Halsted)
The FOL continues working on their strategic plan. They are considering using development software to assist with accounting. To encourage membership, they plan to clarify member options when registering.
2. Discussion/Action Item from the Foundation for the Library (Eugenia Southwell)
Eugenia reported that the Foundation's principal account has a balance of \$126,206. The Foundation board members continue their work on the August 5th/August 6th 2023, Mini Golf Fundraiser and will meet with the golf planner to continue preparations.
3. Discussion/Action Item on Trustee reports from other meetings attended
Lori Mammen and Michele Grauerholz attended the joint meeting of the Foundation board members, FOL board members, and BARLD Trustees on May 20, 2023. The speaker was Rose Mary Fry. Donna Harris, Michele Grauerholz, and Lori Mammen attended a meeting with Denelle Wrightson on June 6th, to review her preliminary ideas for the 10-year plan for improving/expanding the library's facilities.
4. Approval of Minutes from the May 18, 2023 minutes
Michele Grauerholz made a motion to accept the minutes for the BARLD Regular Monthly Meeting on May 18, 2023; Judith Fleming seconded the motion; the motion passed unanimously.
5. Discussion/Action Item on Financial Report (Debbie Neubauer)
Debbie Neubauer presented the financial reports for May, 2023. The Board accepted the reports.
6. Discussion/Action Item on credit card bill for library. (Debbie Neubauer)
Trustees reviewed the most recent credit card bill. Debbie Neubauer made a motion to accept and pay the bill of \$14, 318.83; Michele Grauerholz seconded; the motion passed unanimously.
7. Discussion/Action Item on Library Director's Report (Susan Herr)

Susan Herr reported that the Summer Reading Kickoff event on June 10, 2023, was a big success, with about 600 people attending. The library staff is very busy with the Summer Reading Programs and all of the planned events are filling up. Lockers are on the way and are expected to be assembled next week.


8. Discussion/Action Item on annual budget (Susan Herr)
Debbie Neubauer made a motion to have funds moved from Unassigned Funds to Capital Expenses budget for anticipated generator costs. (This will not change the final budget.) Michele Grauerholz seconded; the motion passed unanimously. The Board approved the amended budget for fiscal year 2023-2024.
9. Discussion/Action Item to approve Notice of Deadline to file for a place on the ballot – must be posted by June 22nd (Susan Herr)
Lori will sign the *Notice of Deadline to file for a place on the ballot* form. This must be posted by June 22nd. The filing period is 7/22/23 - 8/21/23.
10. Discussion/Action Item on Planning Calendar items (Donna Harris)
Debbie Neubauer made a motion to contact and rehire the same auditor for annual audit. Judith Fleming seconded; the motion passed unanimously. Donna will update the calendar and add 'Cybersecurity training for the Board' for June and 'Post the *Debt and Transparency Report*' for December.
11. Discussion/Action item to schedule next meeting on July 20, 2023.
The next Trustee meeting will be on July 20, 2023.
12. CLOSED SESSION
No Closed Session
13. Public Comments
Bev Lemes shared her recommendation that the BARLD include water conservation and upgrading our water catchment system in our ten-year plan.
14. Adjourn
Donna Harris adjourned the Regular Monthly Session of the Board of Trustees' meeting at 10:11 a.m.

Respectfully submitted,

Michele Grauerholz for Lori Mammen, Secretary

Approved:


Donna Harris, President



Lori Mammen, Secretary