

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting
November 16, 2023

CALL TO ORDER

Michele Grauerholz, Vice President, called the Board of Trustees' Regular Meeting to order at 9:30 a.m.

QUORUM

Board Trustees Michele Grauerholz, Vice President; Deborah (Debbie) Neubauer, Treasurer; Loretta (Lori) Mammen, Secretary; and Judy Fleming, Trustee at Large, were present and constituted a quorum. Also present were Susan Herr, Library Director; Joellen Towry (representing Friends of the BARLD); Pat Rodriguez (representing Foundation of the BARLD); Bobby Falkenberg (representing Foundation of the BARLD); Stephanie Emerson (library staff member/Notary Public), and Joe DiPasquale.

1. Discussion/Action Item on November, 2023 Election (Michele Grauerholz and Lori Mammen)
Lori Mammen canvassed the election results and read the final vote totals for each BARLD candidate. Newly-elected Trustees, Debbie Neubauer and Michele Grauerholz, each received a Certificate of Election and completed the Statement of Officer, which will be filed in the library. The newly-elected Trustees each took the Oath of Office, which was notarized by Stephanie Emerson (notary public).
2. Discussion/Action Item from the Friends of the Library (Joellen Towry)
Joellen Towry announced that the Friends participated in the library's trick-or-treat event on October 31, 2023. Members of the Friends also took part in the November bus trip for the quilt show in Houston. Both the trick-or-treat event and the bus trip were successful. The FOL will take part in the Giving Tuesday fundraising event on November 28, 2023. The Friends will host the Holiday Tea on December 7, 2023 at the library; there will also be a Book Nook Sale on December 13, 2023.
3. Discussion/Action Item from the Foundation for the Library (Pat Rodriguez)
Pat Rodriguez introduced Foundation board member Bobby Falkenberg. Pat also announced that the Foundation is focusing on three fundraisers: envelope fundraiser (taking place now through December, 2023); the Book Ball (February 14, 2024); and the Mini Golf event (August 3-4, 2024). Pat will attend the upcoming Bulverde Spring Branch Chamber of Commerce Power Lunch and give a 5-minute presentation about the work of the BARLD Foundation.
4. Discussion/Action Item on Trustee reports from other meetings attended
Debbie Neubauer and Michele Grauerholz attended the most recent board meeting of the Friends and stated the Friends Annual Meeting will take place in January, 2024. The Friends Board is working on its budget for next year. Lori Mammen attended the most recent meeting of the Foundation Board. Her notes from that meeting included information provided by Pat Rodriguez in her Foundation update.

5. Approval of Minutes from the October 26, 2023
Debbie Neubauer made a motion to accept the minutes for the BARLD Regular Monthly Meeting on October 26, 2023; Judy Fleming seconded the motion; the motion passed unanimously.
6. Discussion/Action Item on Financial Report (Debbie Neubauer)
Debbie Neubauer presented the following reports:
 - BARLD October 2023 Balance and Interest Statement per Institution/Account, and monthly total sums, dated October, 2023; prepared and signed by Debbie Neubauer
 - BARLD October 2023 Profit and Loss Statement with Bills, Budget Performance 2022-2023, with Year-to-Date and Monthly overviews, dated October, 2023; prepared and signed by Debbie Neubauer
7. Discussion/Action Item on credit card bill for library. (Debbie Neubauer)
After reviewing the most recent credit card bill with the Trustees, Debbie Neubauer made a motion to accept and pay the bill of \$21,001.81; Lori Mammen seconded the motion; the motion passed unanimously.
8. Discussion/Action Item on Library Director's Report (Susan Herr)
Susan Herr reported on the success of the Library's recent trick-or-treat event and the recent Veteran's Day Program. The annual Polar Express Festival will take place on December 16, 2023. Susan reported that several people who voted at the library during the recent election expressed interest in obtaining library cards. Susan has also contacted Library Interiors about purchasing additional tables and bookshelves for the library.
9. Discussion/Action item on Master Facilities Plan (Susan Herr)
In late November, Susan will meet with city officials about variances necessary for implementing the proposed Master Facilities Plan. In the event that the city does not approve the library's requested variances, Susan has discussed some alternative plans with Denelle Wrightson and Ross Corder.
10. Discussion/Action Item on Upcoming Planning Calendar (Michele Grauerholz)
The trustees reviewed the 2023-2024 planning calendar and noted the tasks to be completed in December, 2023.
11. Discussion/Action Item to Schedule the Next Regular Meeting for December 14, 2023
The next regular meeting will be on December 14, 2023.

Michele Grauerholz suspended the Regular Monthly Session of the Board of Trustees at 10:08 a.m. to discuss budget adjustments in Closed Session as authorized in Government Code 551.074.

12. Closed Session
Michele Grauerholz called the Closed Session to order at 10:08 a.m. with a quorum of Board Members present.

Michele Grauerholz adjourned the Closed Session at 10:14 a.m.

13. Public Comments

There were no comments from the general public.

Adjourn

Michele Grauerholz adjourned the Regular Monthly Meeting of the Board of Trustees' at 10:15 a.m.

Respectfully submitted,

Lori Mammen, Secretary

Approved:



Donna Harris, President



Lori Mammen, Secretary