

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting
May 16, 2024

CALL TO ORDER

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

QUORUM

Board Trustees Donna Harris, President; Michele Grauerholz, Vice President; Deborah (Debbie) Neubauer, Treasurer; Loretta (Lori) Mammen, Secretary; and Judith (Judy) Fleming were present and constituted a quorum. Also present were Susan Herr, Library Director; Pat Rodriguez (representing the Foundation of BARLD); Bev Lemes

1. Discussion/Action Item from the Friends of the Library (Donna Harris)
No representative from the Friends of the Library Board attended the meeting. Trustee Donna Harris attended the most recent FOL Board meeting and reported that the FOL has decided to focus on The Big Give for fundraising in the coming year. The FOL will not sponsor bus trips or host the Book and Author Luncheon in the coming year.
2. Discussion/Action Item from the Foundation of the Library (Pat Rodriguez)
Pat Rodriguez announced that the Foundation will pay the \$1,300 contract for the mini-golf event scheduled for August 3 and 4, 2024. The Foundation Board now has six members, but only three members are active due to medical issues and other conflicts. In June 2024, the Foundation Board members will meet with consultant Rose Mary Fry to discuss the future of the Foundation. There will be no Foundation Board meeting in July or August, 2024. Members will reconvene in September 2024 to consider and make recommendations for the organization's future.
3. Discussion/Action Item on donation idea (Susan Herr)
Susan Herr announced that library patron Dalen Hargrave approached her about making a donation to the library. He created and donated a sculpture to the library several years ago. Mr. Hargrave has an extensive gem collection and would like to donate all or part of his collection to the library. If the Trustees are interested, he would design and create a permanent gem exhibit for display in the library. At this time, he has not finalized his plan for the donation. After discussion, the Trustees and Susan agreed that the library could benefit from such a donation. Susan will contact Mr. Hargrave and encourage him to prepare a more complete plan to present to the Board.
4. Discussion/Action Item on other meetings attended
Lori Mammen attended the most recent Foundation meeting and reported that she had no other information to add to Pat Rodriguez's Foundation report. No Trustee attended the most recent EDF meeting.
5. Approval of Minutes from the April 18, 2024 Regular Monthly Meeting
Debbie Neubauer made a motion to accept the minutes for the BARLD Regular Monthly Meeting held on April 18, 2024; Michele Grauerholz seconded the motion; the motion passed unanimously.

6. Discussion/Action Item on Financial Report (Debbie Neubauer)
Debbie Neubauer presented the following reports:
 - BARLD April 2024 Balance and Interest Statement per Institution/Account, and monthly total sums, dated April 2024; prepared and signed by Debbie Neubauer
 - BARLD April 2024 Profit and Loss Statement with Bills, Budget Performance 2023-2024, with Year-to-Date and Monthly overviews, dated April 2024; prepared and signed by Debbie Neubauer
7. Discussion/Action Item on credit card bill for library (Debbie Neubauer)
After Trustees reviewed the most recent credit card bill, Lori Mammen made a motion to accept and pay the bill of \$10,048.79; Michele Grauerholz seconded the motion; the motion passed unanimously.
8. Discussion/Action Item on annual budget (Susan Herr)
Susan Herr reviewed the proposed 2024-2025 annual budget with the Trustees. The Trustees and Susan discussed some minor changes. Susan will include those changes and provide a copy of 2024-2025 annual budget to the Trustees at the Regular Monthly Meeting in June 2024.
9. Discussion/Action Item on Library Director's Report (Susan Herr)
Susan Herr reviewed information included in the most recent Library Director's Report.
10. Discussion/Action Item on Master Facilities Plan (Susan Herr)
Susan Herr has contacted Marmon Mok Architecture and is waiting for the company's reply about scheduling a meeting date.
11. Discussion/Action Item on a policy review plan (Donna Harris)
Trustees discussed their proposed changes/updates for their assigned portions of the BARLD policies. After receiving the changes/updates from the Trustees, Susan Herr will make the required revisions to the policy handbook.
12. Discussion/Action Item on board training (Donna Harris)
Donna Harris noted that the Trustees would benefit from further training and suggested that Dale Pillow could provide such training. The Trustees discussed possible days and times they would be available for such training. Donna will contact Dale Pillow about her availability.
13. Discussion/Action Item on Upcoming Planning Calendar (Donna Harris)
The Trustees reviewed the 2023-24 planning calendar and noted the tasks to be completed in May 2024.
14. Discussion/Action Item to Schedule the Next Regular Monthly Meeting for June 20, 2024
The next Regular Monthly Meeting will be on June 20, 2024 at 9:30 a.m.
15. Closed Session
Donna Harris suspended the Regular Monthly Meeting of the Board of Trustees at 11:08 a.m. to discuss budget adjustments in Closed Session as authorized in Government Code 551.073.

Donna Harris called the Closed Session to order at 11:08 a.m. with a quorum of Board Members present.

Donna Harris adjourned the Closed Session at 11:22 a.m.

Donna Harris resumed the Regular Monthly Meeting of the Board of Trustees at 11:22 a.m. with a quorum of Board Members present.

Donna Harris announced that during the closed session the Trustees decided that the library's future nature development will be dedicated to Rich Herr, who put much time and effort into maintaining the library building and grounds. An amount of up to \$10,000 may be spent on a monument with the dedication and name (exact wording undetermined as yet) of the nature development.

16. Public Comments

There were no comments from the general public.

17. Adjourn

Donna Harris adjourned the Regular Monthly Meeting of the Board of Trustees' at 11:22 a.m.

Respectfully submitted,

Lori Mammen, Secretary

Approved:



Donna Harris, President



Lori Mammen, Secretary