

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting

June 20, 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, and Mary Lu Zellers (representing the FOL)

1. Discussion/Action Item from the Friends of the Library (Mary Lu Zellers)
Mary Lu Zellers announced that the FOL Board will contribute \$500 to the Rich Herr memorial planned for the library. FOL made \$2,414 through the sale of the eclipse glasses. The FOL Board will not meet in July.
2. Discussion/Action Item from the Foundation of the Library (Lori Mammen)
Lori Mammen did not attend the most recent meeting of the Foundation Board because it was a closed session/workshop.
3. Discussion/Action Item on other meetings attended
No Trustees attended any other meetings.
4. Approval of Minutes from the May 16, 2024 Regular Monthly Meeting
Donna Harris noted an omission in the minutes from the May 15, 2024 Regular Monthly Meeting. Lori Mammen will revise the minutes to include the additional information. The revised minutes for the meeting will be reviewed and approved during the next Regular Monthly Meeting on July 18, 2024.
5. Discussion/Action Item on Financial Report (Debbie Neubauer)
Debbie Neubauer presented the following reports:
 - BARLD May 2024 Balance and Interest Statement per Institution/Account, and monthly total sums, dated May 2024; prepared and signed by Debbie Neubauer
 - BARLD May 2024 Profit and Loss Statement with Bills, Budget Performance 2023-2024, with Year-to-Date and Monthly overviews, dated May 2024; prepared and signed by Debbie Neubauer
6. Discussion/Action Item on credit card bill for library (Debbie Neubauer)
After Trustees reviewed the most recent credit card bill, Debbie Neubauer made a motion to accept and pay the bill of \$16,219.32; Lori Mammen seconded the motion; the motion passed unanimously.
7. Discussion/Action Item on annual budget (Susan Herr)
Susan Herr reviewed the 2024-2025 annual budget with the Trustees. Debbie Neubauer made a motion to approve the 2024-2025 annual budget; Michele Grauerholz seconded the motion; the motion passed unanimously.

8. Discussion/Action Item on Library Director's Report (Susan Herr)
Susan Herr and the Trustees reviewed and discussed information included in the most recent Library Director's Report. Susan noted the library's increased marketing efforts over the past several months have been successful and increased participation in some library programs.
9. Discussion/Action Item on Master Facilities Plan (Susan Herr)
Susan Herr has had preliminary discussions with Marmon Mok Architecture and is waiting for the company's written proposal, which should be completed in approximately 75 days.
10. Discussion/Action Item on board training (Donna Harris)
Donna Harris announced that Board training will take place on August 22, 2024 from 10:00 a.m. to 3:30 p.m, with lunch. Trustees will receive an agenda before the scheduled training date.
11. 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 June 2024.
12. Discussion/Action Item to Schedule the Next Regular Monthly Meeting for July 18, 2024
The next Regular Monthly Meeting will be on July 18, 2024 at 9:30 a.m.
13. Public Comments
There were no comments from the general public.
14. Adjourn
Donna Harris adjourned the Regular Monthly Meeting of the Board of Trustees' at 10:12 a.m.

Respectfully submitted,

Lori Mammen, Secretary

Approved:



Donna Harris, President



Lori Mammen, Secretary