

## BULVERDE AREA RURAL LIBRARY DISTRICT

### Regular Monthly Meeting

July 18, 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; and Loretta (Lori) Mammen, Secretary were present and constituted a quorum. Also present were Susan Herr, Library Director; Suzanne Kratz (representing the FOL); Pat Rodriguez (representing the Foundation); and Dalen Hargrave

1. Discussion/Action Item from the Friends of the Library (Suzanne Kratz)  
Suzanne Kratz shared the following information: The FOL board is currently working on the standing rules for the organization. FOL is also requesting volunteers to assist with the library golf event on August 3-4, 2024. FOL will participate in the Big Give fundraising event on September 18-19, 2024.
2. Discussion/Action Item from the Foundation (Pat Rodriguez)  
Pat Rodriguez announced that the Foundation will dissolve at the end of the year (2024). The Foundation plans to use its remaining funds to purchase a gift for the library. Foundation board members will work with the library to select an appropriate gift. Donna Harris thanked the Foundation for its many years of service and support for the library.
3. Discussion/Action Item on potential donation from Dalen Hargrave (Dalen Hargrave)  
Library patron Dalen Hargrave made a presentation about his extensive collection of gems, rocks, and fossils that he would like to donate to the library. He displayed and explained some items in his collection to Trustees and selected staff members, who expressed both enthusiasm and support for his suggested donation. During the coming months, Mr. Hargrave will prepare initial schematics for displaying the donated collection and share his ideas with Trustees later in the fall. In the interim, Susan Herr will discuss ideas for the display with the architects doing preliminary work on the Master Facilities Plan.
4. Discussion/Action Item on other meetings attended  
No Trustees attended any other meetings. The next library Staff Meeting is scheduled for July 25, 2024.
5. Approval of Minutes from the May 16, 2024 and the June 20, 2024 Regular Monthly Meetings  
Debbie Neubauer made a motion to accept the revised minutes for the BARLD Regular Monthly Meeting for the May 16, 2024 BARLD Regular Monthly Meeting, as well as the minutes for the June 20, 2024 BARLD Regular Monthly Meeting. Michele Grauerholz seconded the motion; the motion passed unanimously.
6. Discussion/Action Item on Financial Report (Debbie Neubauer)  
Debbie Neubauer presented the following financial reports:
  - BARLD June 2024 Balance and Interest Statement per Institution/Account, and monthly total sums, dated June 2024; prepared and signed by Debbie Neubauer
  - BARLD June 2024 Profit and Loss Statement with Bills, Budget Performance 2023-2024, with Year-to-Date and Monthly overviews, dated June 2024; prepared and signed by Debbie Neubauer

- BARLD Balance and Interest Third Quarter Report, dated June 2024; prepared and signed by Debbie Neubauer
  - BARLD End of Fiscal Year 2023-2024 Balance and Interest Statement, dated June, 2024; prepared and signed by Debbie Neubauer
7. Discussion/Action Item on Application for tax exemption on 143 Bulverde Crossing (Susan Herr)  
Susan Herr has applied for the tax exemption for the library property located at 143 Bulverde Crossing.
  8. 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 \$13,853.70; Michele Grauerholz seconded the motion; the motion passed unanimously.
  9. 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 announced that she will hire a part-time circulation clerk to begin work on August 3, 2024. She also announced that staff members are making preliminary plans for a library literary festival in the spring of 2025. Susan has a meeting scheduled with the project directors from Marmon Mok on July 24, 2024.
  10. Discussion/Action Item on November election (Susan Herr)  
Debbie Neubauer made a motion that Susan Herr order the Trustee election for November 2024; Lori Mammen seconded the motion; the motion passed unanimously.
  11. Discussion/Action Item on Upcoming Planning Calendar (Donna Harris)  
The Trustees reviewed the 2024-2025 planning calendar and noted the tasks to be completed in July 2024.
  12. Discussion/Action Item to Schedule the Next Regular Monthly Meeting for August 22, 2024  
The next Regular Monthly Meeting will be on August 22, 2024 at 9:30 a.m. The Regular Monthly Meeting will be followed by a Board Training Session.
  13. Public Comments  
Debbie Neubauer mentioned that the Board of Trustees had considered participating in the creation of a coalition for special districts earlier in the year. BARLD's participation has been placed on hold indefinitely.
  14. Adjourn  
Donna Harris adjourned the Regular Monthly Meeting of the Board of Trustees' at 11:10 a.m.

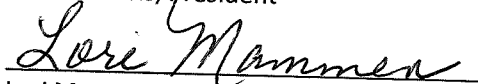
Respectfully submitted,

Lori Mammen, Secretary

Approved:



Donna Harris, President



Lori Mammen, Secretary