

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting
September 19, 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; Mary Lu Zellers (representing the FOL); Debbie Soelberg; and Bev Lemes.

1. Discussion/Action Item from the Friends of the Library (Mary Lu Zellers)
Mary Lu Zellers reminded those in attendance that the Big Give was in progress and would end on September 19, 2024. Mary Lu reported that the FOL is still setting up their Share Drive. The FOL Board will host a thank-you brunch at the library for all FOL members on Saturday, October 19, 2024. The annual Book Nook sale will be held on December 11 & 12, 2024. The sale on December 11 will be for FOL members only; the sale on December 12 will be for all library patrons. Mary Lu also announced that a new co-chair is needed for the FOL Christmas Tea.
2. Discussion/Action Item on other meetings attended
Donna Harris, Debbie Neubauer, and Michele Grauerholz attended the most recent Bulverde/Spring Branch EDF meeting. At that meeting they learned some planned expansions for Singing Hills have been delayed. Susan Herr stated the next Staff Meeting will be on September 24, 2024.
3. Approval of Minutes from the August 22, 2024 Regular Monthly Meeting
Debbie Neubauer made a motion to accept the minutes for the August 22, 2024 BARLD Regular Monthly Meeting. Michele Grauerholz seconded the motion; the motion passed unanimously.
4. Discussion/Action Item on Financial Report (Debbie Neubauer)
Debbie Neubauer presented the following financial reports:
 - BARLD August 2024 Balance and Interest Statement per Institution/Account, and monthly total sums, dated August 2024; prepared and signed by Debbie Neubauer
 - BARLD August 2024 Profit and Loss Statement with Bills, Budget Performance 2024-2025, with Year-to-Date and Monthly overviews, dated August 2024; prepared and signed by Debbie NeubauerDebbie Neubauer also reported that she had reviewed the BARLD Investment Policy and found that the policy is up-to-date and in compliance with all requirements. Debbie Neubauer made a motion to approve the BARLD Investment Policy; Michele Grauerholz seconded the motion; the motion passed unanimously.
5. 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 \$9,424.84; Lori Mammen seconded the motion; the motion passed unanimously.
6. Discussion/Action Item on Library Director's Report (Susan Herr)
Susan Herr and the Trustees discussed information included in the most recent Library Director's Report. Hannah Johnson and Stephanie Emerson have resigned from their library positions. Hannah Johnson's resignation is effective at the end of September, 2024. Stephanie Emerson's resignation

is effective in December, 2024. Susan will be interviewing candidates for Hannah's position in the coming week. She will also post a position for Youth Services, since Javier Gonzalez will be replacing Stephanie Emerson as the staff member responsible for the library's Outreach program. Susan announced that the next meeting with Marmon Mok is scheduled for September 26, 2024. She also noted that the BARLD 25th anniversary will take place in 2025 and stated that the library is planning to celebrate that milestone in some way.

7. Discussion/Action Item on Trick or Treat for Board (Donna Harris)
The library will host its annual Trick or Treat event on October 31, 2024 from 4:00 to 6:00 p.m. Trustees will donate candy for the event and may volunteer to work on the BARLD table if available.
8. 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 September 2024.
9. Discussion/Action Item to Schedule the Next Regular Monthly Meeting for October 17, 2024
The next Regular Monthly Meeting will be on October 17, 2024 at 9:30 a.m.
10. Public Comments
Donna Harris announced that the auditor will be asked to attend the BARLD monthly meeting on November 21, 2024. At that time the auditor will present the report on the most recent audit.
11. Adjourn
Donna Harris asked for a motion to adjourn the Regular Monthly Meeting of the Board of Trustees. Debbie Neubauer made the motion to adjourn the meeting 10:15 a.m.; Michele Grauerholz seconded the motion; the motion passed unanimously.

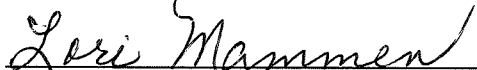
Respectfully submitted,

Lori Mammen, Secretary

Approved:



Donna Harris, President



Lori Mammen, Secretary