

BULVERDE AREA RURAL LIBRARY DISTRICT

Regular Monthly Meeting
October 17, 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; Loretta (Lori) Mammen, Secretary; and Judith (Judy) Fleming were present and constituted a quorum. Also present were Susan Herr, Library Director; Jodi Perez (representing the FOL); Debbie Soelberg; and Bev Lemes.

1. Discussion/Action Item from the Friends of the Library (Jodi Perez)
Jodi Perez reported that the FOL is currently organizing and recruiting volunteers for upcoming events, including the Library's Trick or Treat event, Wreaths Across America, the Christmas Tea, and the annual Book Nook sale. Jodi also reported that the FOL recently donated \$4,000 to the library for the purchase of videos. FOL also received a \$3,000 grant from the Minnie Stevens Piper Foundation for updates to the library's Makerspace.
2. Discussion/Action Item on other meetings attended
Judy Fleming and Lori Mammen attended the most recent library staff meeting. Judy reported that presentations during that meeting included information on ideas for developing the newly acquired outdoor space; changes to the proposed floor plan for the future addition to the library's main building; plans for the library's upcoming Trick or Treat event; early voting that will take place beginning October 21, 2024; Angel Tree display in the library beginning on November 8, 2024. Lori Mammen also attended the most recent Foundation meeting. She reported that the Foundation members continue to finalize their plans to officially dissolve the organization in December, 2024. Susan Herr will attend the next District Meeting on October 28, 2024. The meeting will be in Austin.
3. Approval of Minutes from the September 19, 2024 Regular Monthly Meeting
Michele Grauerholz made a motion to accept the minutes for the September 19, 2024 BARLD Regular Monthly Meeting. Judy Fleming seconded the motion. The motion passed unanimously by all Trustees in attendance.
4. Discussion/Action Item on Financial Report (Michele Grauerholz for Debbie Neubauer)
Michelle Grauerholz presented the following financial reports:
 - BARLD September 2024 Balance and Interest Statement per Institution/Account, and monthly total sums, dated September 2024; prepared and signed by Debbie Neubauer
 - BARLD September 2024 Profit and Loss Statement with Bills, Budget Performance 2024-2025, with Year-to-Date and Monthly overviews, dated September 2024; prepared and signed by Debbie NeubauerMichele also reported that Debbie Neubauer transferred \$400,000 from the First United Money Market account to the Texas Class account.
5. Discussion/Action Item on credit card bill for library (Michele Grauerholz for Debbie Neubauer)
After Trustees reviewed the most recent credit card bill, Michele Grauerholz made a motion to accept and pay the bill of \$12,767.24; Lori Mammen seconded the motion. The motion passed unanimously by all Trustees in attendance.

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. Susan reported that she had hired Alex DePree to fill the vacant Adult Services position. Javier Gonzalez will replace Stephanie Emerson in the library's Outreach Program. Susan is reviewing applications and will fill the vacant Youth Services position in the coming week. Susan announced the opening of the new Seed Library and explained how it will operate. She also reviewed plans for the Library's upcoming Trick or Treat event; the How-to Festival in November, 2024; and the Literary Festival in March, 2025. Susan and the staff are discussing ways to recognize and celebrate the 25th anniversary of the BARLD in 2025; she will share their ideas at a later date.
7. Discussion/Action Item on Master Facilities plan and Landscape design (Susan Herr)
The next meeting to view and discuss the revised Master Facilities plan will be in the afternoon on October 17, 2024. The revised plan will be based on input from Susan and the library staff. Jason Galles, landscape architect from the Edgeland Group, has submitted preliminary plans for developing the new property; the Board will receive a copy of those plans in the coming weeks.
8. Discussion/Action Item on November election (Susan Herr)
Susan noted that early voting will take place at the library on October 21, 2024 through November 1, 2024. Voting will also take place at the library November 5, 2024, the official election day. Since the number of candidates equaled the number of open Trustee positions, an election is not necessary for the library. New library Trustees will be sworn in at the Regular Monthly Board Meeting on November 21, 2024. After the new Trustees are sworn in, the Board will elect officers for the coming year. All Trustees will sign Conflict of Interest forms at this meeting.
9. Discussion/Action Item on annual audit (Donna Harris)
Donna Harris reported that the Trustees needed to extend the date for completion of the Annual Audit. Lori Mammen made a motion to extend the date for the Annual Audit to November 21, 2024. Michele Grauerholz seconded the motion. The motion passed unanimously by all Trustees in attendance.
10. Discussion/Action Item on Trick or Treat for Board (Donna Harris)
Donna Harris reminded Trustees that the Board will participate in the library's Trick or Treat event on October 31, 2024 from 4:00 to 6:00 p.m. Trustees have donated candy for the event. Trustees working at the BARLD table should arrive at the library by 3:30 p.m.
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 October, 2024.
12. Discussion/Action Item to schedule the next Regular Monthly Meeting for November 21, 2024
The next Regular Monthly Meeting will be on November 21, 2024 at 9:30 a.m.
13. Public Comments
There were no public comments.

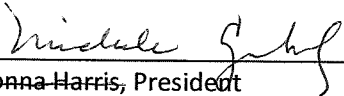
14. Adjourn

Donna Harris asked for a motion to adjourn the Regular Monthly Meeting of the Board of Trustees. Lori Mammen made the motion to adjourn the meeting at 10:32 a.m., and Michele Grauerholz seconded the motion. The motion passed unanimously by all Trustees in attendance.


Respectfully submitted,

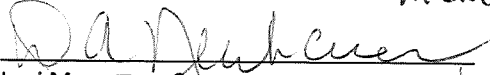
Lori Mammen, Secretary

Approved:



Donna Harris, President

 Michele Grauerholz



Lori Mammen, Secretary

for Lori Mammen