CALL TO ORDER
Loretta Mammen, Vice President, called the Board of Trustees’ Regular Monthly Session to order at 4:00 p.m.

QUORUM
Board Trustees Loretta Mammen, Deborah Neubauer, and Donna Harris were present and constituted a quorum. Trustee Kathleen Banse arrived at 4:45pm. Also present were: Don Clark, Peggy Hamm, and Susan Herr.

PRAYER AND PLEDGES TO THE FLAGS
Donna Harris offered the prayer and all present stood for the pledges of allegiance to the flags of both the United States and Texas.

Public Comments
1. No one from the public asked to address the Board of Trustees at this meeting.

2. Discussion/Action Item from the Friends of the Library (Peggy Hamm)
Peggy Hamm reported:
• FOL 2018 Book and Author Event on July 7 with Andrew Carroll, New York Times bestseller author and Founding Director of the Center for American War Letters at Chapman University, was a success and should garner about $1,500-$2,000 for the Capital Campaign fundraising.
• FOL will be presenting a re-naming proposal to the membership at the annual meeting in January. More discussion is needed on the name.

3. Discussion/Action Item from the Foundation of the Library (Peggy Hamm)
Peggy Hamm reported:
• Foundation have not met since the last BARLD meeting
• Reliance Reality is hosting a wine and cheese event at the library in August for all their customers who have purchased homes from them in the last year, and will introduce them to the library.

4. Discussion/Action Item on the Building Expansion (Susan Herr/Don Clark)
Susan reported that water is coming in the building from all the rain. O’Haver is working to fix the issue.

Some discussion took place regarding the new logo design presentations expected in the next week or so, and who might make the decision on the logo. Nothing was officially decided but a special meeting may have to be called by the BARLD to vote on it in order to complete the process in a timely manner.

5. Approval of Minutes of the 6/11/2018 Regular Meeting and 5/29/18 Special Meeting (Donna Harris)
Loretta Mammen noted that the 5/29/18 Special Meeting minutes had been approved at the June meeting.

Donna Harris noted that item 3b in the 6/11/2018 proposed minutes should be amended to state: “change orders over $5,000.00 and up to $10,000.00 will need approval from Bev Lemes, Deborah Neubauer, and Susan Herr; change orders over $10,000.00 will need to go before the BARLD Trustees for their approval.” Deborah Neubauer made a motion to approve the minutes of the BARLD Regular Monthly Session on June 11, 2018 as amended. Donna Harris seconded and the motion passed unanimously.
6. Discussion/Action Item on Financial Report (Deborah Neubauer)
Deborah Neubauer reviewed the following financial reports:

- A revised statement reflecting the PSI bill
- Interest and Balances report for June, the 4th quarter, and the 2017-2018 Annual Interest Report dated 6/30/2018
- Bulverde Area Rural Library District Profit & Loss Budget Performance 2017-2018, dated June 30, 2018, with Year-To-Date and Monthly overviews through June 2018. It was noted the library was under budget on almost all categories except the phones – which was due to the implementation of the new phone system. Income was over $68,000 more than projected.
- There is a discrepancy on the amounts showing for interest on the annual interest report amount of $7232.71 and the Profit & Loss report showing interest at $16,672.00. This is due to the annual report not reflecting the Comal County interest; however, Deborah Neubauer will ensure the report will reflect that interest in the current fiscal year.
- Deborah has had several issues with the banks: First United changed their login procedures which caused several days of issues; Broadway charged extra because our money market had 7 transactions in June and is charged for anything over 6. Deborah changed the money market account to a checking account at Broadway.
- All other bills due: Denelle Wrightson, Jason Rammel, O’Haver Contractors:
  - Deborah Neubauer made a motion to pay the O’Haver Contractors bill of $231,353.09. Donna Harris seconded and the motion passed unanimously. Deborah Neubauer stated she would be transferring the funds from the SAMCO Capital Market account and the bill would be paid next week.
  - Loretta Mammen made a motion to pay the Denelle Wrightson bill of $2,442.96. Deborah Neubauer seconded and the motion passed unanimously.
  - Deborah Neubauer made a motion to pay the Jason Rammel bill of $22.50. Donna Harris seconded and the motion passed unanimously.
  - Deborah Neubauer made a motion to pay the Marmon Mok bill of $7,905. Loretta Mammen seconded and the motion passed unanimously.
  - Deborah Neubauer made a motion to pay the PSI bill of $1,177.00. Kathleen Banse seconded and the motion passed unanimously.

7. Discussion/Action Item on credit card bill for BSBL (Deborah Neubauer)
Deborah Neubauer made a motion to approve the Chase Credit Card bill in the amount of $9,162.00 to be paid automatically via online banking. Kathleen Banse seconded and the motion passed unanimously.

8. Discussion/Action Item on Library Director’s Report (Susan Herr)
Loretta Mammen commended Susan and the Library Staff for an excellent report and for the great job at the Naming Celebration on Sunday, July 1. She also thanked all the volunteers who helped make it happen.

Susan reported:
- The Texas Library Journal had an article about the Trekker branding award and Susan will scan it and send a copy to everyone
- Door count and circulation numbers are down but were expected due to the expansion/renovation
- The San Antonio Express News will be here Tuesday, July 10, with Sam Mammen for a photograph to go with an article they are running about the naming of the library.

9. Discussion/Action Item on Board related communications (Loretta Mammen)
Loretta stated there was nothing to report.
10. Discussion/Action Item on policies (Loretta Mammen)
Loretta stated there was nothing to report.

11. Discussion/Action Item to schedule next Trustee meeting for 8/13/2018
The next Regular Monthly Session of the Board of Trustees will be at 4:00 p.m. on August 13, 2018.

Adjourn:
Loretta Mammen adjourned the Regular Monthly Session of the Board of Trustees’ meeting at 5:00 p.m.

Respectfully submitted,

Susan Herr

Approved:

[Signature]
Bev Lemes, President

[Signature]
Kathleen Banse, Secretary