Blanco County South Library District

Board of Trustees Meeting

Tuesday, 13 August 2024

9:30 A.M. Library Conference Room

The meeting was called to order at 9:30 am and a quorum was established.

Attendees: Nancy Cline, Jack Twilley, Pat Clewell, Sibby Barrett, Marilyn Melton, Crystal Spybuck, Brian Fields, Evann Ramsay, & Joni Kirkwood.

No public comments.

The meeting minutes of July 9, 2024 were approved as amended

The meeting minutes of July 16, 2024 were approved.

Unfinished Business

1. Progress of the Long Range Plan. A survey to gather the thoughts and opinions of the library patrons and community has been created by Crystal, with input from staff members, to be sent by the end of this week. It will be emailed to current patrons and posted to various social media platforms as well as a paper form at the front desk.
2. Capital improvement account. Funds from the expiring cd with Hondo/TXN bank will be used to begin a capital improvements fund. Patricia Clewell-Smith, as investment officer, and Nancy V. Cline, as President, will be signatories. A motion was made by Jack to open a public funds CD account with Security State Bank with the $106,425.75, from Hondo, designated for Capital Improvements. Sibby seconded. Motion passed.

A motion was made by Jack to close the Money Market account at Texas Regional Bank and open a Money Market account at Security state bank with the $2,696.28. Joni seconded. Motion passed. The signatories will be Patricia Clewell-Smith and Nancy V. Cline.

1. Real Ale bicycle ride to benefit the Friends of the Library is in need of volunteers for the ride to be held 26 October 2024. Crystal is collecting a list of volunteers to be notified when the registration opens.
2. Library website. Crystal is in contact with website designer Kat McCool discussing the needs of our website and if we need a new one or is she able to update the current one with a new, fresh look.
3. City budget request-tabled discussion until next month’s meeting.
4. City sign on library property/281. ( see attached MOU ) amendments/changes to MOU were made and it will be sent back to City Council member for further discussion.

New Business

1. Shred Day to be held on 9 November 2024 at the library at 9:00am. National honor society will be contacted for teen volunteers. We will be using the same shred company as in previous years. They will provide two workers to assist.
2. Discussion for the need of a part time Marketing & Program coordinator. Further discussion in next few months. Jack moved that we pursue forming this position and recommended a trial period of one year. Joni seconded. Motion passed.
3. Edit to the Employee Policy Manual. Payday will be biweekly to ensure full time employees each have 80 hours per paycheck. Paydays for all staff will be every other Friday. Motion made by Nancy and passed.
4. Investment Report – Pat Clewell Smith
5. Friends of the Library report – no report this month.
6. Blanco Inc report – Marilyn Melton
   1. Marilyn reported that the Blanco Woman’s Club intends to educate new and current members about the history of the library and how they support the library operations.
7. Budget & Financial report – given by Nancy Cline
8. Financial report – Evann Ramsay
   1. Joni made a motion to approve to pay the bills for July. Motion was seconded. Motion passed.
9. Deputy Directors report – Brain Fields ( see attached )
10. Library Director’s report – Crystal Spybuck ( see attached )

Announcements

Next Board of Directors meeting to be held on 10 September 2024

Adjournment

Meeting was adjourned at 11:52

Respectfully submitted,

Joni C. Kirkwood

BSLD Secretary