

Blanco County South Library District  
Board of Trustees Meeting Minutes  
Tuesday, April 11, 2023  
9:30 A.M. Library Conference Room

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

Attendees: Nancy Cline, Jack Twilley, Millie Jones, Joni Kirkwood, Crystal Spybuck, Brian Fields, Pearl Garza, Betsy Scheffe, and Andrea Whitesides

There were no public comments.

The minutes of the March 14, 2023, meeting needed two corrections before they could be approved. A motion was made to approve the corrected minutes. The motion was seconded and passed.

#### Unfinished Business

1. Election on May 6, 2023 "Order of Cancellation" – Nancy reminded Andrea that on election day, an "Order of Cancellation" must be visible at the polling center in Precinct 1 and Precinct 4.
2. Shred Day date: November 4, 2023 – Andrea confirmed with Casey, of Condor Document Services, the November 4<sup>th</sup> date for this event.
3. Interest from Doran Endowment Fund – Pearl met with Ann Ahrens, Pres. of Blanco Library, Inc., to reconcile and approve payment of Doran Endowment interest to the library. Going forward, the interest will be received quarterly.

#### New Business

1. Search for new auditor – After much discussion, it was agreed the Board members would pool their sources and find an auditor for the library's yearly audit.
2. Opening new account at Security State Bank – A motion was made to have Millie open an account at Security State Bank and Trust and to purchase a 12-month CD in the amount of \$25,000. The motion was seconded and passed. Nancy, Millie, and Andrea will be signatories on the account with Pearl having access to the account for accounting purposes.
3. Employee evaluations to be completed before new budget is approved – Crystal will be scheduling employee evaluations during April and May.
4. Budget needs for 2023-2024 – Nancy and Millie asked that Crystal, Brian, and the Board members bring a list of "wants and needs" to the May board meeting.
5. Quarterly Investment Report – Millie Jones – The library's investments continue to grow.
6. Friends of the Library Report – Betsy Scheffe - Local artists have all but two "Little Free Libraries" and are painting them. The plaques will cost \$80 each to have made. The logo that was submitted for the DPIL was rejected. Another logo is being designed. At the May meeting, elections will be held.
7. Blanco Library, Inc. Report – Ann Ahrens/Pat Clewell – We welcomed new member, Marilyn Melton, and Terry Beasley to serve as Secretary. In February and March, met with Crystal and Pearl to catch up on recording all financial transactions. We are now

up to date with all Doran Endowment interest payments. The four CD's we had have now been consolidated and invested with Frost Bank at a higher yield. The focus for the next few months will be to ensure that the banking accounts are up-to-date with the correct signatories and a Policy & Procedure manual is completed.

8. Budget and Financial Report – Millie Jones – The budget is in the black even though some line items are over budget.
9. Financial Report- Pearl Garza – Pearl requested approval to pay March bills. A motion was made to pay March bills. The motion was seconded and passed.
10. Deputy Library Director's Report – Brian Fields – report attached
11. Library Director's Report – Crystal Spybuck – report attached

#### Announcements

Next Board meeting – May 9, 2023

Executive Session – The Board and Crystal Spybuck entered Executive Session at 10:45AM. Discussions regarding employee evaluations and COLA took place. The Board and Crystal Spybuck emerged from Executive Session at 11:20AM

Adjournment – 11:21AM

Respectfully submitted,

***Andrea Whitesides***

BCSLD Secretary