

Blanco County South Library District
Board of Trustees Meeting Minutes
Tuesday, May 9, 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, and Andrea Whitesides

There were no public comments.

The minutes of the April 11th meeting were approved as circulated.

Unfinished Business

1. Election on May 6, 2023 – Joni and Andrea were the unopposed candidates and will need to be sworn in by either the Blanco County Judge or Clerk. The signed and sealed “ Oath of Office” papers are to be given to the Library Director for filing.
2. Search for new auditor – Millie to reach out to contact to
3. Staff evaluations (Board members needed for Crystal’s and Brian’s evaluations) – Nancy and Andrea will do Crystal’s evaluation. Crystal and Joni will do Brian’s evaluation.
4. Proposed budget for 2023-2024 – The Board members and the Library staff discussed the proposed budget. Millie will make changes and the Board will approve it at the June meeting.
5. Cybersecurity training – Joni, Jack, and Brian need to complete their training and give Crystal their “Certificate of Completion” for her files.

New Business

1. Discussion regarding appointment of investment advisory officer – The Board can appoint an investment committee, taking it off the duties of the Treasure.
2. Discussion regarding plan for bookkeeping during Pearl’s absence – We will need to hire a Temporary bookkeeper during Pearl's absence, approximately 8 weeks. Motion was made to approve \$10,000 for a Temporary bookkeeper. The motion was seconded and passed.
3. Request for \$700 to purchase children’s chairs for Story time – Motion was made to approve \$700 to purchase children chairs. The motion was seconded and passed.
4. Approval to request annual funds from County (\$6000) and City (\$15,000) – After discussion by the Board, it was agreed to request annual funds from Blanco County and Blanco City.
5. Approval to purchase Public Employee Dishonesty Insurance – This was tables until the cost is known.
6. Maintenance of Effort (MOE) update – Crystal sent the MOE Update via email. It is estimated that the library will meet the MOE for next year.
7. Friends of the Library Report – Betsy Scheffe - via email

DPIL has all necessary paperwork approved and will soon be operational. Three of the Little Free Libraries are complete. Annual membership meeting will be held May 25th, at 6:00PM, in the library large conference room.

8. Blanco Library, Inc. Report – Ann Ahrens/Pat Clewell – No report
9. Budget and Financial Report – Millie Jones – Budget continues to be healthy. Discussed doing more Community Outreach.
10. Financial Report- Pearl Garza – Pearl requested permission to pay April bills. A motion was made to approve payment of April bills. The motion was seconded and passed.
11. Deputy Library Director's Report – Brian Fields – Report attached
12. Library Director's Report – Crystal Spybuck – Report attached

Announcements

Next Board meeting – June 13, 2023

Entered Executive Session at 11:25AM – Discussed salary increased for library staff for FY 2023 – 2024. Emerged at 11:52AM.

Adjournment – 11:55AM

Respectfully submitted,

Andrea Whitesides

BCSLD Secretary