

Blanco County South Library District

Board of Trustees Meeting

Tuesday, March 11, 2025

9:30 A.M. Library Conference Room

AGENDA

Attendees: Nancy Cline, Marilyn Melton, Jack Twilley, Pat Clewell-Smith, Evann Ramsey, Andrea Whitesides, Debra Raimond, Brian Fields, Crystal Spybuck, Katy Gantry

Call to Order: 9:30 A.M.

Public Comments: There were no public comments.

Approval of February 11, 2025, minutes: Jack moved to accept. Andrea seconded, and minutes were approved.

Unfinished Business

1. Progress on pocket meadow: Katy reported that there will be a meeting on March 11 at 12P.M. regarding the budget and what is needed for completion. The start-up cost will be \$20,000, which will include parking improvements, trails, berms, water collection, observation areas, and boulder seating/retaining wall. Construction will begin April 26 with the construction of the first bio-swale. Katy asked that the invoice of \$1,000 for berm construction materials be paid. Andrea moved that the invoice be paid; Debra seconded. The motion passed. The next big expense will be parking improvements. Katy will be speaking to local groups and preparing news releases.
2. Hiring of part-time Program and Community Outreach Coordinator: [Final two candidates are being considered](#). Crystal will follow up with references and make a selection this week.
3. Website design: Development is still progressing. There is no timeline for finalization.
4. Report on water sample: There has been no report from the testing company.
5. Report on February 11 city council meeting: The letter of engagement with Thompson and Horton law firm was approved and signed. Nancy attended and spoke at the council meeting. [Ann Hall, the ESD2 President, called for a meeting on March 20 \(6P.M. at the EDS station\) with two representatives each from the ESD2, City of Blanco, and BCSLD](#). Jack and Brian will attend but would like advice from the lawyer regarding special district taxes.
6. Friends of the Library funds for capital improvement: \$20,000 from the Friends fund has been deposited in the library capital improvement fund but will be moved to a CD.
7. Rotary Club summer reading program report: The BISD administration is reluctant to participate for fear of violating student privacy laws.
8. Status of audit report: Evann and Crystal are continuing to work on this, but the auditor does not respond to questions in a timely manner.

New Business

1. Community field trip to San Antonio missions: This is organized by Andrea and Sibby. The trip will be on Wednesday, April 23. The bus will depart the square at 9A.M. and return by 4P.M. Seven tickets (\$25) have been sold. Katy will make corrections to social media posts.
2. Blanco Founders' Day celebration –Katy and volunteers will man a booth at the Founders Day event on March 22.
3. Certification of unopposed candidates: Nancy prepared the letter of certification. The original will be mailed to the Blanco County Clerk with copies going to Nancy and Crystal. [The Order of Cancellation needs to be posted on the doors polling locations in Precincts 1 and 4.](#)
4. Investment Report – Pat Clewell Smith: Reports were emailed to the board prior to the meeting. Renewals on CDs and investments will occur in May.
5. Friends of the Library Report – Rosalind Ellis: [There was no report.](#)
6. Blanco Library, Inc. Report – Marilyn Melton: [Marilyn stated that the quarterly meeting will be Tuesday, March 18. There are two vacant offices – vice president and secretary—that need to be filled.](#) Marilyn has begun assessing damage and cleaning the sheds outside the library. There are signs of water damage on some bookshelves. Katy will take the metal shelving for reuse in the pocket garden.
7. Budget and Financial Report- Nancy, Andrea, and Crystal met with Emily Kirchner from Texas Regional Bank. Ms. Kirchner wants to ensure the bank is supporting the library. [Andrea moved to take \\$10,000 from the operating account and place it in the capital improvement fund.](#) Jack seconded, and the motion was approved. The budget for the new Program Outreach position needs to be addressed. Andrea asked Crystal for projected costs (salary, taxes, budget) for April-June. This will help formulate the budget for the next fiscal year.
8. Financial Report- Evann Ramsey: February bills total \$ 27,536.03. Andrea moved that the February bills be paid. Debra seconded, and the motion passed.
9. Deputy Library Director's Report – Brian Fields: The February report has been posted to the shared drive. Brian will have a table at the CoAPT program at the high school.
10. Library Director's Report – Crystal Spybuck: The February report has been posted to the shared drive. Five laptops will need to be replaced. Crystal will let the board know the cost.

Announcements - Next board meeting – April 8, 2025

Adjournment: 11:18A.M.

Minutes corrected April 2, 2025.

Submitted by Debra Raimond, Secretary