

Blanco County South Library District

Board of Trustees Meeting
Tuesday, September 14, 2021
9:30 A.M. Library Conference Room

Call to Order at 9:30am. Attendees: Nancy Cline, Millie Jones, James Dyer, Crystal Spybuck, Brian Fields, Jackie Hellinger, Charlie Barr, and Pat Clewell

Public Comments - none

A motion was made to approve the August 10, 2021 corrected minutes. The motion was seconded and passed.

Unfinished Business

1. Email approval of increased shelving cost – An emailed motion was sent on August 25, 2021 to approve \$6,316 for shelving. The motion was seconded and passed. See attached email transcript.
2. Procedure/policy if staff or volunteer tests positive for COVID-19 –Crystal Spybuck - Crystal and Brian are working on this policy and the topic will be revisited at the next Board meeting.
3. Sign on building – Crystal Spybuck– Crystal advised that she has discussed updating the cowboy sign with Johnson City Sign Shop. The GVTC cameras on the front of the Library need to be removed to replace the particleboard on the cowboy sign. For the new sign on the north side of the building, Crystal showed the Board an example of lettering size. Crystal will investigate a variance from the City for the new sign to be installed.
4. Compensation Committee report and approval - The PTO policy was approved as amended to include paid jury duty for all employees.
5. Investment opportunities – The Board approved the opening of two new money market accounts.
 - a. The Board approved the opening of a money market account at Lone Star Capital Bank. Mildred Jones and Nancy Cline have the authority to open the account in the name of the Blanco County South Library District (BCSLD). Agents listed on the account are Nancy Cline, Andrea Whitesides, Mildred Jones, and Jackie Hellinger. Limitations of Powers on the account: Agents Nancy Cline, Andrea Whitesides, and Mildred Jones can transfer funds from said money market account to all other library accounts. Agent Jackie Hellinger can transfer funds to and from the money market account to the BCSLD Lone Star Capital Bank [REDACTED]. Agents with inquiry privileges are Nancy Cline, Andrea Whitesides, Mildred Jones, and Jackie Hellinger. Agents Nancy Cline and Mildred Jones have authority to close the money market account. BCSLD has online banking with the username [REDACTED]. The new money market account should be linked to the existing online banking account.
 - b. The Board approved the opening of a money market account at Texas Regional Bank. Mildred Jones and Nancy Cline have the authority to open the account in the name of the Blanco County South Library District (BCSLD). Agents listed on the account are Nancy Cline, Andrea Whitesides, Mildred Jones, and Jackie Hellinger. Limitations of Powers on the account: Agents Nancy Cline, Andrea Whitesides, and Mildred Jones

can transfer funds from said money market account to all other library accounts. Agents with inquiry privileges are Nancy Cline, Andrea Whitesides, Mildred Jones, and Jackie Hellinger. Agents Nancy Cline and Mildred Jones have authority to close the money market account.

6. T-Mobile hot spots – Brian Fields– Brian advised that the hot spots are in continuous circulation. He will continue to monitor the use of hot spots and report to the board at the next meeting.

New Business

1. “Shred It” Day – The Board decided that April 23rd would be a good day to host this event. Volunteers will be needed to help facilitate the event and the Blanco Police Department would be needed for traffic control. Advertising is needed to make this event successful.
2. Camping Ban – Crystal Spybuck – Crystal presented a proposed camping ban policy. The board decided to table the policy for future review.
3. Quarterly Investment Report – Millie Jones – Millie presented the quarterly investment report to the Board. Another investment report will be provided at the next board meeting, and thereafter, the report will be provided every January, April, July, and October.
4. Friends of the Blanco Library Report – Charlie Barr – Charlie advised that Jeff Holmes will continue as membership chair this fiscal year. The next meeting will be October 7th at 4:30 pm in the large conference room.
5. Blanco Library Inc. – Pat Clewell – Pat advised that Inc will have another pecan fundraiser sale this year. The next meeting will be September 23rd at 10:00am in the large conference room.
6. Budget and Financial Report – Millie Jones – Millie reported the budgeted income and expenses for the month. See Attached. She also advised the Board that the fiscal year budget will need to be amended at the next meeting.
7. Financial Report – Jackie Hellinger – A motion was made, seconded, and passed to pay August’s bills.
8. Deputy Library Director’s Report – Brian Fields – See attached report.
9. Library Director’s Report – Crystal Spybuck – Crystal requested that the new PTO policy be applied to her lost hours from last year. The board approved her request. Crystal briefly discussed the Library’s MOU with the City. This topic will be on the agenda for the next Board meeting. See attached report.

Announcements

Next board meeting on Tuesday October 12, 2021 at 9:30 am

Adjournment at 10:50 am

Respectfully submitted,

Jackie Hellinger
Bookkeeper, BCSLD

Approved,

Andrea Whitesides
Secretary, BCSLD