

**Dripping Springs Community Library District**  
January 21, 2015 Meeting Minutes

Present: Missy Atwood, Sue Blackburn, Melva Codina, Barbara Davidson, John Sone, and Marcia Atilano

8:35 a.m. – Call to Order

**Reports/Discussion Items**

- Marcia Atilano presented the Librarian’s Report. Alex Marquez has finished setting up the new computers/monitors and will submit another order this month in accord with the technology upgrade schedule. He has also adjusted the staff timesheet to provide staff immediate access to an up-to-date tally of their hours. Financial documents have been finalized and posted to meet (or exceed) the standards of the Comptroller’s Leadership Circle for Local Governments for Bronze recognition. Ms. Atilano will complete, sign, and submit the application. All staff performance evaluations were completed by mid-January. She presented a plan to reach young families through gift bags of early literacy materials and a DSCL card application. These would be distributed through the larger local day care centers and churches. She is also beginning to contact businesses for donations of items to be used for prizes, program rewards, and marketing.
- There followed a brief discussion of the staff policy related to paid leave in the case of death of a staff member’s family. Ms. Atilano will prepare an amendment to the Employee Policy to specify the number of days that may be granted.
- Board members discussed DSCL’s possible participation in the newly formed Association of Community Library Districts (ACLD), a coalition of Texas libraries which have been designated as special purpose districts. The Association was formed to address and inform districts of concerns related to possible actions of the Texas Legislature and to hire a lobbyist to bring those concerns to the attention of legislators. Those issues include proposals related to accountability, taxation, term limits, debt, wages, elections, and gun control. A lobbyist could argue on behalf of library districts, requesting exemptions from new state mandates.

Trustees raised questions about the source of money to pay the lobbyist’s fee and the limitations on non-profits’ ability to lobby the legislature. Tax receipts and fines are public funds and should not be used for this purpose. Missy Atwood suggested that we might gain insight into our ability to lobby in our “purpose” as written in our application to renew our 501(c)(3) status after we became a government entity. Ms. Atilano will contact the leader of the ACLD to ask the following questions: 1) Does the Association have formation documents and by-laws? 2) May we obtain a copy of the Exhibit A referenced in the Lobbyist’s contract? 3) Will the Association be registered with the Secretary of State? and 4) Do any of the other ACLD members have tax-exempt status?

The consensus of Trustees was that we are open to the possibility of joining the ACLD, but need more information. John Sone stated that it would be appropriate to vote on this as a Resolution instead of as an Action Item.

**Executive Session** 9:35 – 9:44

The Board entered into Executive Session to consider the annual staff evaluations.

**Action Items**

- On a motion by Mr. Sone, seconded by Sue Blackburn, the Board voted unanimously to table a decision to affiliate as a found member of the Association of Community Library Districts pending further information.
- On a motion by Ms. Blackburn, seconded by Mr. Sone, the Board voted unanimously to approve the minutes for the December 2014 meeting.
- On a motion by Melva Codina, seconded by Ms. Blackburn, the Board voted unanimously to approve the financial reports for December 2014, with a correction to the description of one donation.
- On a motion by Barbara Davidson, seconded by Mr. Sone, the Board voted unanimously to approve Patsy Hurlbut's request for her absence Jan. 8 and 9 to attend her brother's funeral in Ft. Worth.
- On a motion by Mr. Sone, seconded by Ms. Codina, the Board voted unanimously to approve the employment status and compensation recommendations for all staff members.
- With unanimous approval of a motion by Mr. Sone, seconded by Missy Atwood, the meeting was adjourned at 9:50.