

Dripping Springs Community Library District
December 22, 2015 Meeting Minutes

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

8:40 a.m. – Call to Order

Public Comments

There were no public comments.

Reports/Discussion Items

- Marcia Atilano presented the December Library Director's Report. In addition to the printed report she noted that a library info mailing had gone out to the 78737 zip code and that the library is already seeing response. Staff will keep track of members coming in from that zip code. She also reported that the Readers Theater presentation of *The Grinch That Stole Christmas* was very successful and well-attended.
- The Board continued its discussion of potential appointees to fill the seat vacated by John Sone. Several library members have been contacted, but there is not yet a positive commitment from anyone. In the meantime, Board members will continue to consider options.
- Ms. Atilano has met with City Engineer Rick Coneway, who made suggestions to improve the water drainage on the property, one source of multiple leaks into the building. She has contacted several landscapers to request bids on a French drain behind the building as well as berming between the building and the water tank. She also spoke with representatives of the DS Water Supply Corporation and the rainwater collection company, Tank Town. The recent tie-in to city water has eliminated the need for the rainwater collection, but the DSWSC water is currently passing through the collection tank filtering system. It is recommended that we bypass filtering the water through the collection system filter and receive water directly through the water company pipeline to the building. It is possible that our harvested rainwater will be available for landscape irrigation.
- The Board discussed the new version of the 2016 Budget, which reflects the new "most likely" figures provided by Muni. Based on wonderful November/December receipts, Muni estimates are up this month. We have experienced tremendous, exponential growth over the past six years, and Missy Atwood, Board President expressed that our tax receipts are "likely" to double in five years.
- Ms. Atwood reminded us that our goal is to increase our reserve account from three to four months necessary operating funds. At the end of this year any overage will go into that reserve. Ms. Atilano stated that she did not use the salary matrix which had been created 6-10 years ago. Ms. Atwood remarked that the matrix had been used 1) to bring our salaries into a range competitive with similar libraries and 2) to acknowledge to staff that we valued their contribution even though in earlier years we couldn't pay

competitively. Having brought our salaries up to area standards, it is reasonable to base salaries on tenure, performance, and general economic conditions.

Ms. Atilano also reported that an anonymous donor wrote a check for the purchase of a new printer, four member computers, and six tables to be used near the periodicals and CD books.

- Ms. Atwood suggested that we schedule a planning workshop for a date to be determined in February.

Executive Session

- The Board entered into Executive Session at 9:30 to discuss the annual employment reviews of all staff other than the Library Director.
- At 10:10 the Board returned to Open Session.

Action Items

- On a motion by Melva Codina, seconded by Barbara Davidson, the Board voted unanimously to approve the minutes for the November 2015 meeting.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to approve the financial reports for November 2015.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to table a vote on the establishment of an advisory committee for expansion planning.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to table a vote to approve a recommendation to fill the open Board position.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to approve the recommendation to disable the rainwater collection tank with a proviso to maintain its use for irrigation of landscape.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to approve the 2016 Budget.
- On a motion by Ms. Codina, seconded by Ms. Davidson, the Board voted unanimously to approve the recommended employment status and compensation for the following staff members: Craig Axelrod, SuzAnne Beard, Pat Galvin, Patsy Hurlbut, Marie Kimbrough, Alex Marquez, Tammy Mierow, Amanda Rorie, and Gay Smith.

The meeting adjourned at 10:20.