

Dripping Springs Community Library District
February 19, 2013 Meeting Minutes

Present: Edwin Wouters, Melva Codina, Barbara Davidson, John Sone, Cara Russell

8:45 a.m. – Call to Order

Public Comments

- None

Reports/Discussion Items

- The Board accepted the Librarian's report. She also reported that the Library circulation for the month of January showed an increase of 10% over that of January 2012. John Sone asked if this increase was partially attributable to the extended Friday hours, and Cara replied that this was the case.
- Meeting with Susan Curran, new accountant for the District. Ms. Curran noted potential for the Library to do more internal support. After tax return season she will offer additional recommendations for the Board and possible training for Cara. Ms. Curran recommended consideration of a payroll service.
- Cara Russell offered a second reading of by-laws changes to address election procedures:
 - Article V Paragraph 3: Newly elected trustees shall be sworn in within 45 days of election. The election of officers shall be held at a regularly scheduled Board meeting within 45 days of the annual election of Trustees and shall become effective immediately.
 - Article VI add to Paragraph 3: The secretary will coordinate to ensure that public notices of election cancellation are posted.
- Financial Policy. Cara Russell provided the first reading of amended policy regarding Sunshine Fund. This Fund will be used to maintain staff morale, may receive funds from donations, and would not exceed \$500.00.
- Discussion of qualifications of accounting firms willing to perform the annual audit. The District received three statements of qualifications. John Sone asked that a vote to select one be placed on the next agenda.
- The Board thanked Edwin Wouters for years of faithful service as its President and presented him with a set of bookends as a token of appreciation.

Executive Session

- Executive Session to consider annual performance review of Cara Russell, Library Director, was tabled until the March meeting.

Action Items

- On a motion by Codina, seconded by Davidson, there was unanimous approval of the Financial Reports for January 2013.

- On a motion by Davidson, seconded by Codina, there was unanimous approval of the minutes of the meeting of January 16, 2013.
- On a motion by Sone, seconded by Davidson, there was unanimous approval to elect Missy Atwood as President of the Board.
- On a motion by Codina, seconded by Davidson, there was unanimous approval to elect John Sone as Vice-President of the Board.
- On a motion by Sone, seconded by Davidson, there was unanimous approval to elect Melva Codina as Treasurer of the Board.
- On a motion by Sone, seconded by Codina, there was unanimous approval to elect Barbara Davidson as Secretary of the Board.
- On a motion by Codina, seconded by Davidson, the Board authorized the Director and Treasurer to streamline the monthly reports.

Meeting adjourned at 10:15 a.m.