

Dripping Springs Community Library District
August 21, 2013 Meeting Minutes

Present: Missy Atwood, Sue Blackburn, Melva Codina, Barbara Davidson, John Sone, and Cara Russell

8:36 a.m. – Call to Order

Public Comments

- John Sone made a statement concerning the timing of public notice for filing applications to run for a place on the Dripping Springs Community Library District Board of Trustees. As a political subdivision, the Library District must post a Notice of Deadline to File Applications for Place on the Ballot with stated Start and End dates identified. This Notice must be posted prior to the first day of the application period. This procedural regulation will be observed in the future.

Reports/Discussion Items

- The Board accepted the Librarian's report. Cara Russell gave a summary of the Library's summer programming, which was well attended and highly successful. She reported that signage has been placed on Mighty Tiger Lane and the corner of Mighty Tiger Lane and Sportsplex directing drivers toward the DSCL. Photographs showed the position of the signs beneath existing Stop signs. John Sone stated that additional signage is not ordinarily placed on the same post as Stop signs, and that our signs are not in compliance with regulations for public roadways. Since this is on school property and therefore a private road, the requirement is not in force. Ms. Russell affirmed that the sign and its placement had been pre-approved by the Texas Department of Transportation, the City of Dripping Springs, and the DSISD Superintendent. Mr. Sone expressed concern about the placement as a safety issue. Ms. Russell will ask Superintendent Gearing for written confirmation of the District's approval.

The Board discussed the Library's Memorandum of Understanding with the DSISD and the fact that there is now no certified or experienced Library Media Specialist working in the school district. Missy Atwood suggested that when this MOU is renewed in the future, we could encourage the DSISD to hire certified Library Media Specialists as a component of our collaborative effort to educate our children. Barbara Davidson expressed her belief that in this "Information Age" students need the skills to discern and process appropriate and authoritative information from the massive amount of content available through the Internet and other media; classroom teachers, overburdened with curricular requirements and record-keeping, receive valuable assistance

from librarians who can provide current, applicable resources to meet their teaching needs. All members agreed that both the teaching of information skills and guidance in pleasure reading are vital and most effectively taught by trained Library Media Specialists.

- The Board affirmed Ms. Russell's request to close the Library at 1:00 on Friday, September 13 for the End of Summer Programs staff celebration. This will be considered staff development/team building as included in Library Policy as basis for two early closings per year.
- Melva Codina reviewed suggested revisions to the DSCLD Investment Policy and Strategy, as recommended by Linda Patterson, Investment Consultant and Trainer for the Texas Library System. These revisions will require three Board readings before a final vote may be taken. The second reading will be on next month's Agenda.
- Mr. Sone reported that he had researched the possible need for a Statutory Deposit Agreement in addition to our Account Agreement. He confirmed that, as a Library District, we are not obligated to have such an Agreement in place.
- In preparation for an upcoming visit from David Price of Trinity Resources Management group, the Board will review the Long Range Plan to assess progress toward goals. In today's initial discussion of patron services and outreach, it was noted that the free meeting room is an important community amenity which also benefits the Library, as in the Book Club's financial contribution for shelving. A possible outreach to the DSISD is to ask each school's Facilitator of Learning Innovation (FLI) to speak at a campus staff meeting about the ways DSCL can help with resources and training. Ms. Atwood suggested that we schedule a workshop in October to review the Long Range Plan in detail, with a particular focus on reviewing the time line for fund-raising and expansion.
- Ms. Russell announced that the target for e-book launch is now October.
- Discussion of the Financial Reports for July 2013 yielded questions about two lines in the *Cash Receipts & Disbursements*. The Sales Tax Revenue and the Payroll Taxes Expense were incorrectly entered and will be corrected.

Executive Session

No Executive Session was held.

Action Items

- On a motion by Mr. Sone, seconded by Ms. Codina, there was unanimous agreement to table approval of the July 2013 financial reports pending correction.
- On a motion by Mr. Sone, seconded by Ms. Codina, there was unanimous approval of the minutes of the July 2013 meeting.
- On a motion by Mr. Sone, seconded by Sue Blackburn, there was unanimous approval of an Order of Election to be held on November 5, 2013 for the purpose of electing three (3) trustees to the Board of Trustees of the Dripping Springs Community Library District. Trustees signed the Order.
- On a motion by Ms. Atwood, seconded by Mr. Sone, there was unanimous approval to appoint Ms. Russell as the Election Administrator for the November 5, 2013 Election.

Meeting adjourned at 9:45 a.m.