

Dripping Springs Community Library District
September 24, 2014 Meeting Minutes

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

8:35 a.m. – Call to Order

Public Comments

- John Sone stated that we, the Board and Director, need to renew our commitment to public transparency by keep the Board meeting agendas and minutes up to date. He also noted that a public notice section in the Website would be helpful. He suggested that we review the “Texas Comptroller’s recommendations on financial transparency for public entities,” posted online at TexasTransparency.org. He also noted that the Secretary needs to stay on top of proper notice postings. Marcia Atilano stated that the new version of the TSLAC-hosted Website will be coming online very soon and that we will be looking for ways to use it to enhance our openness to patrons.
- Sue Blackburn announced the Friends’ Foundation “Pouring Over Books” event on October 19. Award winning local author, Meg Gardiner, will be the featured guest, and HEB is contributing wines and two servers.

Reports/Discussion Items

- Marie Kimbrough, Children’s Librarian, presented a report on the Summer Reading programs. She stated that the programming was very well received by attendees, although there was a drop in the number of participants from previous years. She believes that the big difference was that Middle School students were dropped from the “Children’s” program and moved to “Teens.” Rising 6th graders had the option to stay in the Children’s program and continue earning points for the Reading Store, but few 6th graders chose either option. Other changes that impacted Middle School participation were the lack of parent charts to monitor reading and the elimination of an Amazon gift card incentive. The Collaborative Summer Reading Program added a Preschool section with “bubble charts” to track parent/child literacy activities and earn points for the Reading Store. This was very successful, with at least 40 families participating. Ms. Kimbrough is open to completely restructuring summer reading. Missy Atwood encouraged the staff to be intentional this fall about recapturing Middle School involvement.
- Ms. Atilano presented the Librarian’s Report. After a loitering incident the staff expressed concerns about security, particularly in the evening if only two staff members are on duty. It was suggested that all but the front door be locked during evening hours, with signs posted on the other access doors. It would also be helpful to use software which would send the picture from all cameras to the central monitor. The decision to renew OneClick Digital and not move to Overdrive was based on comparison of price, availability, and complexity. We will revisit this next year. Board also discussed the usage level of IndieFlix, and Ms. Atilano will share the statistics at the next meeting.

- Ms. Atilano reported that Morgan Marion has done a wonderful job training the new IT services staffer, and the staff is very pleased with the addition of Alex Marquez.
- The Belterra Little Free Library is close to being in place and will include brochures and other info about the DSCL.
- The Board discussed and was in general agreement that the monthly Ledger/Financial Reports could be posted on the Website in lieu of their inclusion in the monthly Board packets.
- In a discussion of collecting/forgiving outstanding fines, Board members expressed their opinion that patrons who want to have a fine forgiven should at least be asked to make a donation to the Library, e.g. canned goods to be given to the Helping Hands Food Pantry.
- It was noted that a Board members' Workshop should be scheduled for early November to review long term goals as outlined in the Strategic Plan.

Executive Session

- The Board entered into Executive Session at 9:40 to discuss a three month employment review of Ms. Atilano, Library Director.
- At 10:05 the Board returned to Open Session.

Report from Executive Session

The Board presented highly positive comments to Ms. Atilano, based on its review of her first three months of employment as Library Director, noting that she has made an excellent and effective effort to learn the process of administering a publicly-funded library district.

Action Items

- On a motion by Ms. Blackburn, seconded by Mr. Sone, there was unanimous approval of the minutes for the August 2014 meeting.
- On a motion by Barbara Davidson, seconded by Ms. Blackburn, there was unanimous approval of the amended financial report for July 2014.
- On a motion by Mr. Sone, seconded by Ms. Blackburn, there was unanimous approval of the financial report for August 2014.

Meeting adjourned at 10:30.