

Dripping Springs Community Library District
July 20, 2016
Meeting Minutes

Present: Missy Atwood, Sue Blackburn, Dwight Oglesby, Barbara Davidson, and Marcia Atilano

Call to Order: 8:45 a.m.

Public Comments

There were no public comments.

Reports/Discussion Items

- Alex Marquez presented his findings and recommendations regarding donor databases, including one that he developed, that could be utilized during the capital campaign. Please refer to his written presentation included in the meeting packet. Discussion ensued regarding cost, data security, and the ability of existing staff to oversee and nurture the data base. Both Mr. Marquez and Mrs. Atilano recommended staying with the in-house created data base.
- Marcia Atilano presented the June Library Director's Report (see attached). In addition to the written report, she noted that the library is now surveying library programs with two questions and space for comments. The questions are: "How would you rate the quality of the overall program?" and "How likely is it that you would recommend this program to a friend/family/community member?" Responses range from 1 to 10 on a Likert scale with 1 being "Not at all Likely" to 10 being "Extremely Likely".

Staff is also exploring how to capitalize on the Pokemon Go fad including the possibility of purchasing lures and figuring out how and when to best utilize the opportunity.

In a discussion of the library's intensely busy summer programs, the concept of obtaining interns to help out was proposed. Barbara Davidson offered to explore this possibility and report to the Board next month.

The Board complimented the staff for their hard work during the summer.

- The Board enjoyed a third and final reading regarding proposed change/additions to the Financial Policy regarding requirements for complying with Section 2252 Texas Government Code related to filing Form 1295, Certificates of Interested Parties.
- A proposal for both Vision and Mission statements was prepared by Mrs. Atilano for the Board. After some discussion, Sue Blackburn offered to work with Mrs. Atilano on it for presentation at the August meeting.
- Following the presentation of the Town Center concept to the DS Council of Economic Development the full City Council voted to spend the money to perform the legal work necessary to utilize the TIRZ funds and has placed the concept on the Council meeting for September.

Ms. Atwood will follow up with Julia Smith of Corcoran & Co to determine our next step in the feasibility study process. She will also inquire as to whether we will be receiving a report from her. Ms. Atwood will also follow up with Dub Smith regarding an appraisal on our existing building.

Dwight Oglesby presented pictures of possible land sites for the new library. These would be options should the Town Center concept not work out. Dwight will organize a viewing for the Board.

- Mrs. Atilano presented background information on and services that could be provided by Lisa Charbonnet if she were hired to help Marcia during the coming capital campaign activities. The Board asked that she be scheduled to make a presentation to us at the next meeting in August.

Action Items

- On a motion by Barbara Davidson, seconded by Dwight Oglesby, the Board voted unanimously to continue utilization of the Access data base as developed in-house by Alex Marquez with a re-evaluation in 4 - 6 months.
- On a motion by Sue Blackburn, seconded by Barbara Davidson, the Board voted unanimously to approve changes/additions/updates to Financial Policy including filing Form 1295, Certificates of Interested Parties.
- There was no motion regarding Lisa Charbonnet.

- On a motion by Sue Blackburn, seconded by Barbara Davidson, the Board voted unanimously to approve the Minutes for June, 2016, with the following amendment: in the fourth bullet regarding library expansion, in the last paragraph beginning at “They are compiling names”, all language past the end of that sentence (“to interview.”) will be deleted.
- On a motion by Sue Blackburn, seconded by Barbara Davidson, the Board voted unanimously to table the motion to approve the Financial Reports. It was noted that money that has been transferred on a monthly basis to the Capital Improvement Fund has not shown up in all of the reports for the entire year. Mrs. Atilano will explore what is causing the problem and the matter will be discussed next month.

The meeting adjourned at 10:45 a.m.