

Dripping Springs Community Library District
February 21, 2018

Present: Missy Atwood, Marcia Atilano, Melva Codina, Dwight Oglesby, and Bob Richardson

8:43 AM call to order.

Public Comments

There were no public comments.

Reports/Discussion Items

Librarian's report – Marcia Atilano presented the Librarian's report to the Board, and added additional updates to include the filing of four required reports, Guys Read Gals Read partnership program with DSISD, initial outreach to the schools for story time, the donation of a Fredrick Remington statue by Lynnda Carter, a preliminary meeting regarding the current appraisal contract for the Library, and an update on additional staff hiring and retiring.

Cash receipts & disbursements report – Ms. Atilano, in consultation with the Library's auditor, proposed a more transparent solution to reporting activity between the Library's operating funds and capital improvement funds.

Bids to clear brush and trees – Ms. Atilano presented two bids received to trim/clear a wooded area behind the Library. Clearing the area would make the area less inviting to unwanted activity and improve on security measures.

Library security policy – Dwight Oglesby presented the Board a list of questions to review regarding security measures and protecting the Library and its members. Ms. Atilano reviewed the process for composing the current draft policy and recent staff training held at the Library. Missy Atwood requested Ms. Atilano to reach out to other library associations for recommendations on security best practices for libraries. The draft security policy was presented for the third and final reading by the Board.

TIRZ Board Update – Mr. Oglesby and Ms. Atwood briefly discussed the \$50,000.00 Library contribution to the Town Center project. Ms. Atwood shared the TIRZ Board is tracking expenses and the Library's contribution will only go towards Town Center project expenses. The current Town Center Memorandum of Understanding (MOU) will expire at the end of March. The next phase of contracting has been drafted and sent to the stakeholders for review. This next stage includes deadlines for consulting contracts and the availability of the resulting work products for the stakeholders to review in order to make decisions on moving forward.

Library Expansion Update – A proposal was made to add a quarterly agenda item to review the Town Center timeline and compared to the Library's goals for additional space to accommodate the current continuing growth of the Library's district. Ms. Atwood mentioned the School Board passed the bond referendum that includes moving the district's administrative offices from space currently tagged for the Town Center project.

Executive Session – the Board entered into executive session at 10:00 AM.

Returning from executive session at 10:15 AM the Board took action on the following items:

Actions Items

On a motion by Mr. Oglesby and seconded by Bob Richardson, the Board voted unanimously to accept the minutes for the January 23, 2018 board meeting.

On a motion by Mr. Oglesby and seconded by Bob Richardson, the Board voted unanimously to accept the minutes for the February 7, 2018 board meeting

On a motion by Ms. Codina and seconded by Mr. Oglesby, the Board voted unanimously to accept the financial reports for January 2018.

On a motion by Mr. Richardson and seconded by Mr. Oglesby, the Board voted unanimously to approve and adopt the Library Security policy.

Ms. Atwood requested action agenda items to be added to approve the updated MOU and interlocal agreement for the Town Center Project and to approve adding the line items to the budget for Operating and Capital Improvement fund transparency.

No action was required on the expansion of the Library.

Adjourned 10:19 AM

Melva Codina