

Dripping Springs Community Library District
January 23, 2018

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

8:33 AM call to order.

Public Comments

There were no public comments.

Reports/Discussion Items

Tribute to Sue Blackburn – Dwight Oglesby presented a written tribute honoring Ms. Blackburn's dedication and contribution to the Library. The tribute will be framed and presented to Ms. Blackburn's husband, John Hoag, at the next Friends of Library event along with a small token of the Boards appreciation for Ms. Blackburn's service on the Board.

Vacant Board Position –Under the bylaws, the Board is required to appoint a board member to service out Ms. Blackburn's term which ends November 2018. The Board discussed the level of talent and enthusiasm desired in potential candidates for the appointment. The Library's strategic long-term planning and current need for growth should also be considered in the selection process.

Librarian's report – Marcia Atilano presented the Librarian's report to the Board, and there were no questions and no points of discussion.

2018 budget proposal – The requested adjusted was made between two expense line items, salary and professional services. Ms. Atilano pointed out the presentation of the Capital Improvement Expense line item on the report could be misinterpreted and recommended the Library's auditor review and suggest an alternative presentation of the line item.

Recommended 2018 holiday – Ms. Atilano requested the addition of New Year's Eve holiday to the list of proposed holidays for 2018. The holiday was inadvertently omitted previously.

Special Purpose Taxing District Reporting under Senate Bill 625 – The Bill requires additional reporting to the Texas Comptroller for certain special purpose taxing districts. The Board is aware of the required information and instructs the Director, Ms. Atilano, to gather and report the information timely as required by the May 1st deadline. Ms. Atilano also confirmed the January submission of the financial report required every five years by special purpose districts.

Library Security Policy – Ms. Atilano presented the draft of the security policy for the Library, and if approved by the Board, will be presented to staff at the next staff meeting.

TIRZ Board Update – The TIRZ Board will begin the process of contracting with a firm for a market analysis to determine the demand for commercial space and a consultant to gather and established the logistics of satisfying the structural and spatial requirements of each of the entities participating in the Town Center.

Library Expansion Update – From the TRIZ meeting, a request was made for an additional \$50,000 contribution from the Library to balance the Library's contribution for startup cost with that of other participating entities.

Executive Session – the Board entered into executive session at 9:15 AM.

Returning from executive session the Board took action on the following items:

Actions Items

On a motion by Mr. Oglesby and seconded by Melva Codina, the Board voted unanimously to accept the language of the proclamation honoring Ms. Blackburn and to present the proclamation to John Hoag.

The item to fill the vacant board member position was tabled until the February 7, 2018 Board meeting.

On a motion by Ms. Codina and seconded by Bob Richardson, the Board voted unanimously to accept the minutes for the December 20, 2017 board meeting.

On a motion by Mr. Oglesby and seconded by Ms. Codina, the Board voted unanimously to accept the financial reports for December 2017.

On a motion by Ms. Codina and seconded by Mr. Richardson, the Board voted unanimously to accept the amendment to the holiday schedule for 2018.

On a motion by Mr. Richardson and seconded by Mr. Oglesby, the Board voted to approve the projected 2018 budget.

No action was required on the reporting requirements for the special purpose district under SB 625.

On a motion by Mr. Oglesby and seconded by Mr. Richardson, the Board voted unanimously to approve the authorization of the Director to enter into a contract for professional services to obtain a formal appraisal of the Library's property.

On a motion by Mr. Richardson and seconded by Mr. Oglesby, the Board voted unanimously to approve the remittance of funds in the amount of \$50,000.00 to the City of Dripping Springs pursuant to the Memo of Understanding.

No action was required on the expansion of the Library.

Adjourned 10:05 AM

