

**Dripping Springs Community Library District**  
March 19, 2014 Meeting Minutes

Present: Missy Atwood, Sue Blackburn, Melva Codina, Barbara Davidson, and Marie Kimbrough

8:35 a.m. – Call to Order

**Public Comments**

- none

**Executive Session** 8:36-8:47

- At 8:36 the Board entered into Executive Session for discussion regarding the candidates for the vacant Library Director position.
- At 8:47 the Board returned to Open Session.

**Reports/Discussion Items**

- Marie Kimbrough, Interim Library Director, presented the monthly Librarian's Report. She stated that the Library has still not received approval from the Dripping Springs Water Supply Corporation in response to our application for service, filed two months ago. The DSWSC secretary has assured her that we will be notified this week. Other highlights of the Report include the successful launch of the Chess group for ages 8-13, and the help of former Director Cara Russell in completing and submitting the Annual Audit, the Texas State Library report, and the required paperwork for Library Accreditation.
- At Ms. Kimbrough's request, the Board discussed the feasibility of paying for the registration and expenses of one or more members of the Library Staff to attend the annual Texas Library Association Conference in San Antonio in April. The Board recommended that two full Conference registrations be paid and that next month's Board meeting agenda would include a vote to approve this expense. Missy Atwood suggested that we also consider adding a professional development line to the Budget for 2015.
- Ms. Atwood led a review of the requirements of Texas Open Meetings statutes, including the definition of a *quorum*; the timing of required notices in advance of meetings; and the legal requirements for *closed meetings* and *Executive Sessions*. Discussions of personnel issues and personnel interviews may be held in closed meetings, but any final action taken on personnel matters must be in an open meeting. It is not necessary to give notice to a staff member whose employment is being discussed in a closed session. An Executive Session would also be appropriate for discussion of negotiations, communications to secure legal counsel, or conferences with an attorney. Deliberations conducted via email would be considered a "rolling meeting" and therefore may not take

place. However, information concerning the arrangements for an official meeting may be sent to all Board members.

- Melva Codina reported that she has been in contact with the Texas Workforce Commission in regard to the need to file an Amended Status Report with an updated list of Board officers. She has completed and submitted the required form.

**Action Items**

- On a motion by Codina, seconded by Sue Blackburn, there was unanimous approval of the financial reports for February 2014.
- On a motion by Blackburn, seconded by Codina, there was unanimous approval of the minutes for the February 2014 monthly meeting

Meeting adjourned at 9:22.