

Dripping Springs Community Library District
July 19, 2017

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

Absent: Sue Blackburn and Dwight Oglesby

8:40 AM call to order.

Public Comments

No public comment

Reports/Discussion Items

Librarian Report:

Marcia Atilano presented highlights of the July Library Director's Report. Summer Programs are going well. The Library will be losing two clerks as of August 1, and Ms. Atilano has been interviewing possible candidates. Ray Whisenant, Hays County Commission, had a successful visit at the Library. Bob Richardson asked about the protocol to handle a disturbance at the Library and Ms. Atilano reviewed the policy. Missy Atwood repeated the news of 284 new library cards issued for last month. As of July, the library has surpassed the 10,000 cards issued mark; which is a third of the Dripping Springs community population.

Treasurer Report:

Melva Codina reported the need to use certificates of deposits and/or savings accounts to ensure all funds are covered by the FDIC. Ms. Codina is looking at other banks in the community to move a portion of the balances. At least two banks will be required. Ms. Codina will have recommendations for the August board meeting.

Leave Behind Report:

Mr. Richardson presented a second-round draft of the brochure. Additional pictures and statistics have been added. Further review is needed before finalizing and the initial printing of 500 - 1,000 brochures.

Community Awareness Committee Report:

Summer schedules have proven difficult to meet and finalize the banners. However, there is one banner that has been personalized for the Library and the other banners will be selected from the American Library Association's stock banners which are free to libraries. The committee will obtain quotes for the printing of the banners and present to the Board for approval. The committee begin by contacting local print shops. Ms. Atilano also reported that community activity has increased on social media.

Investigation of Health Insurance Report:

Ms. Atilano has been working on obtaining quotes from possible brokers and associations but with the coming staff changes, the quote will need to be updated. Ms. Atwood cautioned that the cost of providing insurance for staff may be cost prohibitive for the Library and asked Ms. Atilano to look into alternative insurance programs, i.e. Teladoc.com.

Report on Possible Budget Cuts:

Ms. Atilano gave suggestions on categories of expense that could be cut in order to cover the possible decrease in revenue. However, the Board and Ms. Atilano agreed that cuts will not be likely, and Ms. Atilano is confident the shortfall can be covered if necessary.

Library Expansion Planning:

The TIRZ town center project is moving forward at good pace. A tentative meeting has been scheduled for the stakeholders; Library, City, & DSISD, for Monday, August 7 to draft the MOU between stakeholders. RFPs have been issued for an architect/planner and civil engineer/surveyor. Mr. Richardson will serve on the RFP review committee. The Board members have been invited to attend a field trip to Dallas to visit successful town centers in the area. The funds needed for upfront costs for the Project are becoming more solidified which was catapulted by the Library's offer of \$50,000 towards to those costs provided the MOU is in place.

Actions Items

The motion for approval of the Minutes for the March 2017 marketing meeting with Corcoran & Co was tabled until the August board meeting.

There was no motion made concerning the movement of money to insure FDIC coverage.

There was no motion made concerning the CAC update.

On a motion by Ms. Codina and seconded by Mr. Richardson, the board voted unanimously to accept the minutes for the June 2017 board meeting.

On a motion by Mr. Richardson and seconded by Ms. Codina, the board voted unanimously to accept the financial reports for June 2017.

There was no motion made concerning the planning for the expansion of the Library.

Adjourned 10:05AM