

Dripping Springs Community Library District
August 16, 2017

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

Absent: Sue Blackburn

8:45 AM call to order.

Public Comments

No public comment

Reports/Discussion Items

Librarian Report:

Marcia Atilano reported on the filing of the Hancher grant, continuing interviews for the part-time clerk position, and presenting to the new DSISD teachers at the high school. The Lions Club will be placing a collection box for eyeglasses at the Library and discussed the potential partnership on their vision screening program. The Library's website has been redesigned within our limits to a more modern look, and Dwight Oglesby suggested and would like to participate in a team effort to make the website more user friendly to nontechnical patrons. Missy Atwood asked for a budget for planning to hire a website developer to be included in the upcoming budget cycle for consideration by the Board.

Treasurer's Report:

Melva Codina reported on the effort to ensure all Library funds are covered by FDIC. Several local institutions were considered; the final recommendation is to divide the Library's funds between Wells Fargo, Randolph Brooks Federal Credit Union (RBFCU), Broadway, and Pioneer Bank in order to maintain insured balances at each institution. Ms. Atwood asked that there be a consideration to include laddering certificates of deposits (CDs) and/or money market accounts to maximize interest earnings on reserve funds.

Promotional Brochure:

Bob Richardson presented a revised version of the promotional brochure. Graphics were rearranged to provide a more visual impact. Ms. Atwood suggested a review of the Library's photographs on file to ensure the Library's patrons are reflected in the brochure.

Hays County Grant Award Appeal:

Ms. Atilano reported on the request of the Hays County Libraries to request an increase in the award received each year from the County. There has not been an increase in the award given in nine years. The increase was not included in the proposed budget; however, the increase could be included at a later date.

Community Awareness Committee:

Ms. Atilano reported bids have been received on banners and signs to post in local businesses. However, the project progress has been slowed due to personal circumstances of the lead committee member. Ms. Atilano will continue to move the project forward as time permits.

Library Expansion Planning:

Mr. Richardson reported on the success of the architect/engineer selection team. The TIRZ board accepted the team's recommendations and further recommended to the Dripping Springs City Council to contract for services. Ms. Atwood reported a draft of the MOU is under review by each of the stakeholders.

The Board entered into Executive Session at 10:10 AM and returned to regular session at 10:23 AM.

Actions Items

On a motion by Mr. Oglesby and seconded by Ms. Codina, the board voted unanimously to accept with stated minor revisions the minutes for the March 2017 marketing meeting with Corcoran & Co.

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

On a motion by Ms. Codina and amended and seconded by Mr. Oglesby, the board voted unanimously to accept the following recommendations:

1. The Operating Account and existing CDs will remain at Pioneer Bank
2. The Capital Improvement and Reserve Account funds will be moved to either Wells Fargo, Broadway, or RBFCU in a combination of CDs, Money Market, and savings accounts in order to maximize return and retain sufficient liquidity of the funds.
3. The fund balance at each of the institutions will be maintained at an amount not to exceed the maximum amount covered by FDIC or equivalent insurance coverage.

An action item is to be carried forward for a report on the allocation of funds by financial institution given by Ms. Codina following the execution of the allocation of funds.

On a motion by Mr. Oglesby and seconded by Ms. Codina, the board voted unanimously to authorize all board members and the library director as signatories on all accounts at Pioneer, Wells Fargo, and Broadway Banks, RBFCU or any other financial institution approved by the Board.

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

No motion was made concerning planning for expansion of the Library, but an action item is to be carried to the next board meeting for the consideration and potential approval of the MOU related to the TIRZ project.

Adjourned 10:35AM