

Dripping Springs Community Library District
October 15, 2014 Meeting Minutes

Present: Missy Atwood, Sue Blackburn, Melva Codina, Barbara Davidson, John Sone, and Marcia Atilano

8:30 a.m. – Call to Order

Reports/Discussion Items

- Ms. Atilano presented the Librarian's Report. After discovery that the space between the two handicapped parking spaces does not meet the state standard, she is working with the appropriate agencies to evaluate and correct the deficiency. The DS Middle School Facilitator of Learning and Innovation is now posting DSCL events on the school's digital calendar. Pat Galvin and SuzAnne Beard attended the DSHS Volunteer Fair and signed up 30 students who expressed interest in volunteering at the Library. The hook-up to city water is complete and passed all inspections. All that remains is getting a cover for the RPZ valve at the street. In response to a query from last month's Board meeting, Ms. Atilano reported that the Indieflix database has had only 96 views for a total of 5.92 hours since Jan. 1.
- Board members discussed the draft of the proposed 2015 budget. Muni's "most likely" scenario projects a 20% revenue increase for next year, and Missy Atwood asked Director Atilano where she thinks the additional funds should be applied. She stated that while she hopes we will continue to build our collection, the shelves are currently so overcrowded that aggressive weeding is required to make room for new items. She suggested that two important furniture expenses would be 1) the addition of new seating along with replacement of older uncomfortable seating, and 2) additional office furniture. Ms. Atwood noted that we are in need of seating for larger patrons, and that any new furniture purchases could be used in the new facility. Sue Blackburn suggested that since we have maximized our current space we should consider putting all "extra" money into the future facility fund. Although we could consider spending a greater percentage of collection development funds on the digital collection, patrons are still requesting new additions of print books, CDs and DVDs.

Other comments/reactions to the draft budget were as follows:

- Ms. Blackburn stated that the Friends of the Library will want their financial donation to be spent for something tangible.
- Ms. Atwood asked about a \$63K projected increase in payroll, and Ms. Atilano will reexamine those figures.
- There was a discussion of the technology budget, and questions about the need for more terminals and the existence of a systematic timetable for upgrading hardware. Ms. Atilano will ask Alex Marquez, Technical Services Director, to develop a long-range budget for tech replacement and upgrades (including Internet speed).
- The new budget will need to establish funding for A/C replacement in 2015.

- The consensus is that we need to recognize our current limits of physical space, upgrade technology and furniture as needed, and divert extra funds to our future facility expansion.
 - The budget will be discussed by the Board in more detail at a November evening strategic planning meeting.
- In the overview of the Texas Comptroller's recommendations for financial transparency, John Sone noted that the DSCL is currently listed on the Comptroller's Website as a taxing entity that is working on improving transparency. He suggested that we consider working toward a higher level of transparency recognition. The first step would be to evaluate our current status, followed by a determination of the areas to be improved and a decision as to our desire to apply for a transparency award from the Comptroller's office. Mr. Sone volunteered to help Mr. Marquez with an evaluation and present findings to the Board in November.

Action Items

- On a motion by Mr. Sone, seconded by Ms. Blackburn, there was unanimous approval of the minutes for the September 2014 meeting.
- On a motion by Barbara Davidson, seconded by Mr. Sone, there was unanimous approval of the financial report for September 2014.
- Mr. Sone moved to authorize the Library Director to post on the Library Website financial reports as suggested by the Texas State Comptroller's list of Best Practices, or at the request of the Board. After discussion of possible need to reword the motion, Melva Codina moved to table the discussion. Ms. Atwood seconded the motion to table, and the motion was approved by a vote of 3-1, with Mr. Sone dissenting.
- Mr. Sone moved to initiate an evaluation of the Comptroller's recommendations for financial transparency for future consideration by the DSCL Board. The motion was seconded by Ms. Codina and approved unanimously.
- On a motion by Mr. Sone, seconded by Ms. Blackburn, the Board voted unanimously to adjourn the meeting at 9:40.