

**Dripping Springs Community Library District**  
December 17, 2014 Meeting Minutes

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

8:34 a.m. – Call to Order

Sue Blackburn was sworn in for a new term as member of the Library District's Board of Trustees.

**Reports/Discussion Items**

- Alex Marquez, Library Technical Services director reported on the status of various technology concerns. In response to the Board's desire to meet the transparency recommendations of the Texas Comptroller's Leadership Circle for Local Governments, Alex has added public access to DSCL financial documents on the Library Website. The Library (with a donation from the Friends of the Library), has purchased 17 new 21" monitors and 5 new computers to replace outdated hardware. Discounted purchases from Hewlett Packard were made through a government direct buying program. Alex explained the merits of purchasing Network Access Gateway, which would create more accurate data regarding WiFi usage in the library, as well as block unauthorized access. A quick login would be required to access the Internet. He also reported that staff and members are experiencing longer than desirable wait times when accessing internet content. The Board agreed that adding a second DSL line would be a good idea. An additional line will not increase total speed, but will allow for more traffic. Ms. Atwood also reported her findings that the Texas Medical Association has a number of three year old computers they would be willing to donate to the Library, but that they would not include MS licenses. Alex said that licensing would not be a problem, as the Library already owns sufficient licenses.
- Ms. Atilano delivered the December Library Director's Report. Inventory of 48,133 items was completed, with only 95 items unaccounted for. New chairs are being purchased with money donated by an anonymous member, and older chairs are being given to Helping Hands and the Senior Center. The Library Friends' booth at Christmas on Mercer was very successful in promotion and fundraising. Library staff are actively weeding the non-fiction collection. Deleted items will be distributed among three groups: DSCL book sale, collection for a second Little Free Library, donations to Books for a Better World.
- Board members discussed the third (final) draft of the proposed 2015 budget. Muni has revised their tax revenue estimate, and the *most likely* amount has been increased to \$632,997. With the additional projected income it was possible to increase the budget lines for collection development, professional development, future facility fund, maintenance services, marketing (including printing and postage), and technology.

Members agreed that the line for ESL/GED program support could be removed since we have not financially supported this community program for several years.

- There was a brief discussion of the November decline in member use statistics, and all agreed that increased marketing would be necessary and effective in 2015.

### **Action Items**

- On a motion by John Sone, seconded by Ms. Blackburn, there was unanimous agreement to approve the submission of DSCL District's application for recognition by the Texas Comptroller's Leadership Circle with the 2014 budget narrative as amended by Melva Codina. The Board President is authorized to sign the application.
- On a motion by Ms. Codina, seconded by Ms. Blackburn, there was unanimous agreement to approve the proposed 2015 Budget.
- On a motion by Mr. Sone, seconded by Ms. Codina, there was unanimous approval of the Minutes of the November 2014 meeting, with a correction to change the suggestion to base the 2015 budget on the "Optimistic" scenario to the "revised Most Likely" scenario.
- On a motion by Ms. Codina, seconded by Barbara Davidson, there was unanimous approval of the financial reports for November 2014.

The meeting was adjourned at 10:01.