

Dripping Springs Community Library District

December 18,2019

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

8:51 A.M. CT-- CALL TO ORDER

**Public Comments**

There were no public comments.

**Reports/Discussion Items**

**Librarian's Report –**

Marcia is emptying one of the Library units at the Right Space Storage location. She is especially worried about a large rug found in the storage unit and is asking the Board what to do with it.

The Board asked Trustee Derek Smith to evaluate the rug's condition and to provide an estimated value.

**2020 Proposed Budget-** The 2020 tax projections from Muni are higher than expected. Consequently, extra monies will be added to Collection Development and Human Resources. Marcia and Bren, the bookkeeper, have re-vamped some of the line items to make the Budget more transparent.

**Sterling Brandworks** has been selected as the website developer for the Library. They will ensure that maintenance of the website is up to date.

**Proposed library policy for Animals in the Library –** The policy was read for the third time. No changes were made to the policy as it was presented.

**Proposed list of holiday closings for 2020 –** Marcia presented a list of holiday closings for the Library.

**Consideration of the Board of Trustee position. –** The board discussed what qualities and experiences they believe that position needs.

**Consideration of the Capital Campaign Coordinator position –** The position is still open

**TIRZ Report AND UPDATE:** The TIRZ board met in a special called meeting in early December to discuss a possible physical plan for buildings and bonding possibilities for the County and City for gap financing.

**PGAL –** Marcia has been having on-going discussions with Maureen Arndt from PGAL regarding trends in library development.

**Executive Session –** The Board entered Executive Session at 9:53 a.m. C.T.

The Board concluded Executive Session at 10:15 a.m. C.T,

**Actions Items**

As per Board policy, Board items were voted upon:

On a motion by Mr. Richardson and seconded by Ms. Codina, the Board voted unanimously to approve the minutes for November 20, 2019.

On a motion by Ms. Codina and seconded by Mr. Richardson, the Board voted unanimously to accept the financial reports for November 20, 2019. The Board also voted to allocate a \$5000.00 one-time bonus for Ms. Atilano

On a motion by Mr. Richardson and seconded by Ms. Codina, the Board voted unanimously to accept the proposed 2020 budget.

On a motion by Mr. Richardson and seconded by Ms. Codina, the Board voted unanimously to approve and authorize Marcia Atilano to enter into an agreement with Stirling Brandworks in the service and development of a new Library website. The contract is not to exceed more than \$35,000.00

On a motion by Mr. Richardson and seconded by Ms. Codina, the Board voted unanimously to approve the Library policy for Animals in the Library.

On a motion by Ms. Codina and seconded by Mr. Richardson, the Board voted unanimously to approve the list of holiday closings as presented by Ms. Atilano.

There was no action on the open Board of Trustees position.

There was no action on the TIRZ Board update.

On a motion by Mr. Richardson and seconded by Ms. Codina, the Board voted unanimously to approve the employment status and compensation for Library Assistant-Adult /Young Adult Services and for IT staff, Alex Marquez

Ms. Atilano swore in Board Members Missy Atwood, Melva Codina and Bob Richardson.

The Board adjourned at 10:43 a.m. CT

Respectfully submitted,

Melva Codina

Board Secretary