

Dripping Springs Community Library District
December 19, 2018

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

8:33am CT call to order.

Public Comments

There were no public comments.

Reports/Discussion Items.

Librarian's Report – Marcia Atilano presented the Librarian's report to the Board. Additional points of interest were the transfer of funds to the Capital Fund, the Library at full staff going into 2019, and local news coverage for a recent donation to the library.

Treasurer's Report – Melva Codina presented the board with information regarding the transfer of Library funds to TexPool and maintaining the security of those funds. Ms. Codina will do additional research before making a recommendation to the Board regarding the use of TexPool or another financial institution in Dripping Springs and security of the Library's funds.

Board Trustee Appointment – members of the Board who visited with a community member interested in the vacant Board position expressed their opinion and unanimous approval to offer the vacant position to the community member.

2019 Draft Budget – The Board made a final review of the 2019 budget with Ms. Atilano's guidance on changes since the last board meeting. Ms. Atwood encouraged the pursuit of grant funds to cover a portion or all of the equipment and supplies budget for 2019. Ms. Atilano also requested the Board to consider the possibility of hiring a part-time staffer or contract services as backup for the Library's IT employee.

TIRZ Board Update – Ms. Atwood and Bob Richardson presented the update for the TRIZ Board meeting and workshop. The TIRZ Board requested an additional six months before making the go/no go decision for the Town Center in order to obtain more information on the development expenses and revenue generating aspects of the Town Center from the marketing and other consultants. Last week, the School Board considered the interlocal agreement with the Library to build the new library on School District land should the Town Center not move forward. The Board will consider the interlocal agreement during executive session.

Reimbursable Funds to Relocate the Library – the allocation of funds approved at the last Board meeting has been remitted to the City of Dripping Springs consistent with the vote of the Board.

Architectural Review Committee Update – Mr. Richardson reported the request for qualification resulted in three firms for the final evaluation. The committee members interviewed and scored the three firms and ultimately recommended contract negotiations begin with the PGAL architectural firm.

U.S. Department of Agriculture's Rural Development Agency's Grant/Loan – Ms. Atilano shared with the Board the submission of the application for the grant/loan is premature at this time given the early stage of the Town Center. Ms. Atwood requested a broad outline of the submission process for the grant/loan so that the Library may apply at the appropriate time.

Executive Session – the Board entered into executive session at 9:25am CT and came back to public session at 10:04am CT.

Actions Items

On a motion by Mr. Richardson and seconded by Ms. Schick, the Board voted unanimously to accept the minutes for the November 14, 2018 board meeting.

On a motion by Ms. Codina and seconded by Ms. Schick, the Board voted unanimously to accept the minutes for the November 28, 2018 board meeting.

On a motion by Mr. Richardson and seconded by Ms. Schick, the Board voted unanimously to accept the minutes for the December 10, 2018 board meeting.

On a motion by Ms. Codina and seconded by Ms. Schick the Board voted unanimously to accept the financial reports for November 2018.

On a motion by Mr. Richardson and seconded by Ms. Codina the Board voted unanimously to invite Derek Smith to accept an appointment to the open Board Trustee position.

On a motion by Ms. Schick and seconded by Ms. Codina the Board voted unanimously to accept the Proposed 2019 Budget.

No action was needed with respect to compensating staff members for unused vacation time for 2018.

No action was needed regarding the allocate of reimbursable funds for professional expenses associated with the planning and evaluation of the Town Center which was handled at the November board meeting.

On a motion by Mr. Richardson and seconded by Ms. Schick the Board voted unanimously accept the Architectural Review Committee's recommendation to award PGAL as the design architect for the new library and begin negotiations for contract scope and fee. Mr. Richardson will present an update on the status of negotiations at the next Board meeting.

On a motion by Ms. Schick and seconded by Ms. Codina, the Board voted unanimously to enter into the interlocal agreement between the Dripping Springs Independent School District and the Dripping Springs Community Library for possible land acquisition by the Library for the future location of the library.

On a motion by Ms. Schick and seconded by Mr. Richardson, the Board voted unanimously to approve the employment status and compensation for IT Service Staff, Alex Marquez as amended during executive session; Business Operations/Volunteer Coordinator, Tammy Mierow; Library Assistant – Children's, Amanda Rorie; Children's Librarian, Marie Kimbrough; Library Assistant – Adult/Young Adult Services, Kaylee Black; and Library Assistant – Cataloging/Acquisitions, Angie Carreon.

Adjourned at 10:30 AM

