

Dripping Springs Community Library District

November 18, 2020

Board Library Tours

Present: Missy Atwood, Marcia Atilano, Bob Richardson, Melva Codina, Derek Smith, Marcie Cochran, and Jessica Naughton

The meeting was called to order at 8:35 a.m. CDT

Public Comments

There were no public comments.

Reports/Discussion Items

- A. Librarian's Report – DSCL will begin participating in full recycling services with Waste Connections. The Library will also participate in the Christmas on Mercer activity in December if it does come into fruition. On November 7, we added service hours on Saturdays from noon to 4pm. Staff are now working their pre-pandemic schedules.
- B. Capital Campaign Manager update –
 1. Jessica discussed the next step in the Influencer list which the Board worked on earlier in the month. This next step is to contact the recommended people to ask if they are interested in participating and which committee choice would be best for them. Jessica reminded us of the need for an Executive Capital Campaign Committee which would then have the other committees under its umbrella. This Executive Committee would have 15 – 18 members. The Board discussed possible criteria for choosing people for the Executive Committee.
 - a. Professionally useful skill set for this endeavor
 - b. Knowledge of Dripping Springs and its citizens
 - c. Lead donor prospect
 - d. Can tap into several social networks in the Dripping Springs area
 - e. Has shown community involvement and knowledge of how to work in a community project.
 2. The Board also discussed the budget for the Capital Campaign with the preliminary fundraising goal of \$3 million with the goal of increasing this to \$5 million. A possible Capital Campaign budget would be \$450,000.
 3. Cultivation strategy dealing with Covid-19 has created new ways of contacting possible donors. Jessica spoke with Victoria Corcoran and learned of the "Virtual Cocktail Party" concept and the success it has engendered. Email blasts have also been successful.
- C. Third reading of the 2021 Budget Proposal.
- D. Proposal of the Staff benefit/bonus- To aid in keeping personnel from leaving the Library, Marcia proposed a benefit/bonus to offset the lack of insurance benefits and the fact that the majority of the staff has not participated in the Q-SHERA program set up by the Board. The Board also discussed a possible "defined contribution" with Derek Smith giving us possible direction. Missy asked if Marcia would contact Paychex to get more information regarding a monetary benefit and how it could be administered.
- E. Personnel policy change proposal – No questions from the Board on this first reading.
- F. Updated property appraisal – Bob contacted appraiser Dub Smith for information regarding an appraisal by Mr. Smith's company. The company sent a letter to the Library with the cost of that appraisal.
- G. TIRZ Board update – The ILA will not be completed on time due to a change in the Dripping Springs School District leadership. The Board did agree to an action item with the goal to have a fully approved agreement with all parties by December 2020.
- H. PGAL – no new business. We are still anticipating February meetings to begin a roll-out of possible ideas for library construction.

Board Members Derek Smith and Marcie Cochran were sworn in as Library Board members by Marcia Atilano.

Executive Session –

The Board had no business to consider in Executive Session.

Actions Items

As per Board policy, the Board voted on the following items:

- A. On a motion by Mr. Smith and seconded by Ms. Cochran, and there being no discussion, the Board voted unanimously to accept the Board Minutes for October 8, 2020, October 21, 2020, and September 18 - 19, 2020.
- B. On a motion by Ms. Codina and seconded by Mr. Smith, and there being no discussion, the Board voted unanimously to accept the financial reports for October 21, 2020.
- C. On a motion by Ms. Codina and seconded by Mr. Smith, and there being no discussion, the Board voted unanimously to establish the current goal of \$3 million for fundraising and a budget of \$450,000 for the Capital Campaign with a periodic review to determine whether the amount can be increased.
- D. On a motion by Ms. Cochran and seconded by Mr. Smith, and after some discussion, the Board voted to defer action on the proposal for a staff benefit/bonus and directed the Library Director to contact the HR Paychex department to provide the Library with advice and counsel on the proposal.
- E. On a motion by Mr. Smith and seconded by Ms. Cochran, and there being no discussion, the Board voted unanimously to obtain the Dub Smith Appraisal Company to conduct an appraisal of the Library property.
- F. Tirz Board update – No action needed
- G. PGAL – no action needed
- H. Options on sale of the current library building – No action needed

On a motion by Ms. Cochran and seconded by Mr. Smith, the Board voted unanimous to adjourn the meeting at 10:29 a.m. CDT.

Respectfully submitted,

Melva Codina
Board Secretary