

Dripping Springs Community Library District
February 15, 2022

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

8:32 a.m.- meeting called to order by Missy Atwood

The proposed meeting for January 19, 2022, was cancelled. A quorum was not available for an in-person meeting.

Public Comments

There were no public comments.

Reports and Discussion Items:

- A. Librarian's Report – A new employee was hired—Didi. There is now a new view of the Catalog online. If it is not what the patron likes, the old view can replace it. The back parking lot was re-paved. Kate Leverett has submitted all the documents at the Secretary of State office for the name change of the organization.
- B. Treasurer's Report – Derek informed the Board that there was no change to the PFIA report—which is a positive in today's financial climate.
- C. Long Range Plan introduction – The Board reviewed the information and added suggestions to the Facility areas of the 2022 Long Range Plan: renderings of a proposed building by end of 2022 from PGAL; connecting with the Dripping Springs Community Foundation and establishing a Building Committee and a Capital Campaign Steering Committee. For the 2023 Long Range Plans, the addition of Hiring a capital campaign manager and the addition of donation information to the DSCL website). Another suggestion was to change "Begin" fundraising to "Continue" fundraising. Marcia will make the changes.
- D. Library Policy Agreement changes. Numbers 1-4 are in the last reading. Marcia has added a new policy change regarding guidelines for internet use and color printing costs.
- E. TIRZ Board Updates – No information
- F. Holiday closures – addition of Dec. 26 and January 2 to the closed days.
- G. Library Planning and Design – The Board has bought three parcels of property on Benney Lane. Surveys of the property will be conducted by Byrn and Associates. These will consist of a tree survey, a topography survey, and a boundary survey with cost set at \$17,500.00. Bob has requested a check for a down payment of \$4750 .00 for these surveys. Bob has a pre-application meeting with the City today regarding a wastewater permit application, annexation of existing library property into the City of Dripping Springs and other topics dealing with permits.

The Board entered Executive Session at 9:50 a.m. on a motion by Marcie Cochran and seconded by Derek Smith.

- A. Employment evaluations/recommendations for compensation and employment for the Bookkeeper, Bren Bassett and John Voskamp, Library Assistant, Adult/Young Adult Services were presented by Marcia Atilano.

The Board left Executive Session at 10:00 a.m.

Action Items

- 1. On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to accept the minutes for Dec. 15,2021.

2. On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Board voted unanimously to accept the December 15, 2021 and February 16, 2022 financial reports.
3. On a motion by Derek Smith and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to approve the 4th Quarter PFIA, Public Finance Investment Act, Report
4. Long Range Plan was tabled until further notice
5. On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to approve the final reading of policy changes in the Library Policy Agreement, Numbers 1-4
6. TIRZ Board updates – no action needed at this time.
7. On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board approved the proposed 2022 Holiday Closures with the addition of Dec. 26, 2022 and Jan.2, 2023, as closed holidays.
8. On a motion by Derek Smith and seconded by Marcie Cochran, and there being no further discussion, the Board approved payment of \$17,500.00 for the survey of the present library property and a tree survey, a topography survey, and a boundary survey of the Benney Lane property by Byrn and Associates. A check of \$4750.00 will be sent to Byrn and Associates as the down payment for these surveys. Also approved was the des
9. Designation of Bob Richardson as the Library point of contact for negotiations with the City of Dripping Springs for any needed permitting regarding the new and present library properties.
10. On a motion by Melva Codina and a second by Bob Richardson, and there being no further discussion, the Board approved the employment evaluations/recommendation for compensation for Bookkeeper, Bren Bassett, and Library Assistant, Adult/Young Adult Services, John Voskamp
11. On a motion by Marcie Cochran and a second by Derek Smith, and there being no further business, the Board adjourned at 10:03 a.m. c.s.t.

Respectfully submitted,

Melva Codina

Melva Codina
Board Secretary