

Dripping Springs Community Library District  
August 17, 2022

Present: Missy Atwood, Marcie Cochran, Melva Codina, Bob Richardson, Marcia Atilano, Tammy Mierow  
The meeting was called to order at 8:30 a.m. cdt

**Public Comments**

There were no public comments.

**Reports/Discussion Items**

- A. **Assistant Library Director's Report** – Tammy gave a synopsis of the programs presented at the library this past summer. Reading Buddies was a success and improved over last year. Game Night for Middle School was such a success that it has become a year-round activity. The dance lesson program was also well-received and will be continued into the Fall. Most programs had a limit due to the lack of space which the library has.
- B. **Librarian's Report** – Marcia has begun working on the 2023 budget. There might be fewer monies than expected from sales tax revenue. but the second quarter report will be what she usually relies upon for budget-making. The staff will begin using Spotify as a source of music for programming. Zoning applications for the new library were turned into City Hall. The Board also received the monthly statistics regarding usage of library, numbers of cardholders, etc.
- C. **PFIA Second Quarter Report** – Melva Codina presented the PFIA Second Quarter Report. The Beginning Book Value for TX Pool was \$1,560,931.70 with the Ending Book Value being over \$269,000.00 more at 1,830,305.05. Most of the Library savings are in this Tex-Pool account.
- D. **Library Patron/Member Request for Reevaluation of Library Materials** – A graphic novel which most library reviews classified as a children's novel was objected to by a library patron. After the library staff researched the various review sources used by libraries, the novel was moved to the adult graphic novel section.
- E. **Staff request for unpaid leave** – Marcia discussed a request she has received by a staff member which would be considered unpaid leave.
- F. **Changes to the DSCL Financial Policy** – As per financial policy, Marcia asked Linda Patterson to assess the Library's financial policy sections. Ms. Patterson suggested several modifications. The Board will consider these changes and then vote on them after the third reading. This will be considered the First Reading of the Financial Policy modifications.
- G. **Action Plan, Long Range Goals** – Marcia presented the Action Plan for the Long-Range Goals suggested by the Board at a previous meeting.
- H. **Revisions to a second Library Assistant Children's job description and posting of this opening-** Marcia presented this revision and will place an ad for this second Children's Library position.
- I. **Hays County Elections Contract and Agreement for November, '22 election-** Marcia presented the agreement for this election.
- J. **TIRZ Board Update** – Missy informed the Board that the TIRZ Board has discussed reimbursement to the stakeholders who qualify for reimbursement before August 2023 with the possibility of paying back all member stakeholders by the end of their fiscal year 2022. The TIRZ Board will consider additional payments at their September 2022 meeting.
- K. **Issues related to the new library planning and design-** Bob Richardson informed the Board that the permit application and fees for annexation of 3.2 acres of the present library property into the Dripping Spring City Limits as well as commercial zoning application had been sent to City Hall. The next step is the wastewater application and a new application for sub-division of the present library and new library properties.  
PGAL has presented a new possible building costs based on the present and future costs of construction. A meeting with the PGAL architects was held on Tuesday, August 16 where they presented to the Board and staff a new exterior rendering. The Board had several suggestions to be presented to the Principal for PGAL.

- L. Establishing an on-going relationship with the Dripping Springs Community Foundation.** Bob has met with the head of the DSCF regarding the creation of a liaison committee between the Library and the Foundation. Marcia and Melva will investigate this committee.
- M. Capital Campaign and Building Steering Committees- no discussion**

#### **EXECUTIVE SESSION**

The Board entered Executive Session at 11:53 a.m. cdt. The members held a discussion of and review of employment evaluations and compensation for Library Assistant – Adult/Young Adult Services, Aleigha Hudson. The Board left Executive Session at 11:55 a.m.cdt

#### **Action Items**

- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Minutes for June 15, 2022, were approved by unanimous vote.
- On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Financial Reports for June 15 and July 2022 were approved by unanimous vote.
- On a motion by Marcie Cochran and seconded by Bob Richardson and there being no further discussion, the PFI A Second Quarter Report was approved by unanimous vote.
- On a motion by Melva Codina and seconded by Bob Richardson and there being no further discussion, the action taken by the Library Director regarding the member request for reevaluation of library materials, was approved by unanimous vote.
- On a motion by Marcie Cochran and seconded by Melva Codina and there being no further discussion, the Board approves by unanimous vote of the recommendation by the Library Director regarding the staff request for unpaid leave
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Minutes for June 15, 2022, were approved by unanimous vote.
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the revised Library Assistant-Children’s job description and posting of an ad for employment of a second Library Assistant opening in Children’s were approved by unanimous vote.
- On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Board approves the Hays County Elections Contract and Agreement for the November 2022 Board election and appoints Marcia Atilano as DSCL Elections Officer by unanimous vote.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, an election is ordered to be held on Nov 8, 2022, for the purpose of electing two trustees to the Board of Trustees of the Library was approved by unanimous vote.
- TIRZ Board updates – no action
- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board approved by unanimous vote issues related to the new library planning and design, including City of Dripping Springs permit applications and fees, consultant’s on-going services, fees, and schedules.
- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board requests, and approved by unanimous vote, that Bob Richardson discuss Board input with the Principal of PGAL regarding the architectural plans submitted to date.

- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board designates Melva Codina and Marcia Atilano as liaison with the Dripping Springs Community Foundation and approves this by unanimous vote.
- Capital Campaign and Building Steering Committee – no action
- On a motion by Melva Codina and seconded by Bob Richardson, the employment evaluation/recommendation for compensation for Library Assistant-Adult/Young Adult Services, Aleigha Hudson was approved by unanimous vote.
- On a motion by Bob Richardson and seconded by Marcie Cochran, the meeting was adjourned by unanimous vote at 12:09 pm cdt

Respectfully submitted,

*Melva Codina*

Melva Codina  
Board Secretary