

Dripping Springs Community Library District  
September 21, 2022

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

Call to order at 8:32 a.m. cdt

**Public Comments**

There were no public comments.

**Reports/Discussion Items**

- **IT Staff Report:** Alex Marquez reported on the progress made to keep the library up to date on the technology needs. All library materials have had RFID added to them. Patrons can now self-checkout more easily. Envisionware software helps improve the safety of guest Wi-Fi use. A new printer for patron use has been set up. Alex is still working on a share-point site. For 2023, the library will replace all computer (19). Alex will also begin replacing servers as the present ones in use are near their end-of-life dates.
- **Librarian's Report** – Jani-King has presented a possible contract for cleaning the library which is slightly higher than the other companies who submitted proposals.
- **Proposed 2023 DSCL budget** – the cleaning contract was discussed. Marsha discussed the proposed increase for the cleaning budget. This increase is still within the proposed budget.
- **Proposed changes to the Financial Policy** – this was the second reading
- **Financial Consultant and committee for building committee-** no action
- **Capital Campaign Manager Job Description** - no discussion
- **TIRZ Board Update** – The Library board will pursue TIRZ funds for connectivity issues and publicly usable outdoor space funding. In addition, the Library board will also look to plans for rainwater collection and conservation as well as possible use of solar panels.
- **Issues related to the new library planning and design-** The Board met online with PGAL architects and Maureen Arndt regarding new building concepts for the proposed library.
- **Capital Campaign and Building Steering Committees-** no discussion
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**Executive Session**

The board entered Executive Session at 8:58 a.m.

The employment/evaluation of Sarah Vollman, Library Assistant – Acquisitions and Cataloguing was discussed.

The Board left Executive Session at 9:00 a.m.

**Action Items**

- Board Minutes for Aug. 17, 2022 – approval tabled until next month
- Financial reports for August 17, 2022 – approval tabled until next month
- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Certification of Unopposed Candidates was approved by unanimous vote.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the election of two unopposed Board members to be held on November 8, 2022, was cancelled and the unopposed candidates declared as elected, was approved by unanimous vote.
- Financial Consultant – tabled
- Capital Campaign Manager job posting – tabled

- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to seek a designation that the new library building be a priority project for the TIRZ.
- Issues related to the new library planning – no action
- Capital Campaign, Finance and Building Steering Committees – tabled
- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board approved the employment evaluation/recommendation for compensation for Library Assistant-Acquisitions and Cataloguing, Sarah Vollman

On a motion from Bob Richardson and seconded by Melva Codina, the meeting was adjourned at 12:15 p.m. cdt.

Respectfully submitted,

*Melva Codina*

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Board Secretary