

Dripping Springs Community Library District
July, 2023

Present: Missy Atwood, Bob Richardson, Melva Codina, Tammy Mierow, Sarah Rose

Call to order at 8:30 a.m. cdt.

Public Comments There were no public comments.

Emergency Agenda Tammy Mierow, Assistant Library Director, reported that Library Director, Marcia Atilano, is ill and unable to fulfill her duties at this time. The Board discussed the possibility that Tammy be assigned temporary duties and responsibilities to conduct library business. This would allow the Library and staff to continue with their plans and activities.

Library Director's Report- Marcia's report informed the Board that the USDA pre-application had been completed and sent to Rose Gonzales, the USDA representative.

Capital Campaign Coordinator's Report – Sarah has obtained approval from the Dripping Springs Elementary School administration to create a lesson which would give third grade students the opportunity to enter a contest for illustrations to be used in “The Gathering,” the book which will tell the story of the inception of the Library. This book will be written by Nancy Fierstein, former board member. Sarah also presented her report on meetings and plans for the month. She is also exploring membership to the Dripping Springs Women’s Club for 2023 and Leadership Dripping Springs

Community Engaged Research Course Program – Currently, the library personnel are not able to accommodate membership in this course.

Second Quarter PFIA—Melva presented information regarding the state of library finances. The accounts in TexPool are doing very well. The bank account is also well-funded. Melva will contact Sunflower Bank regarding setting up a second account, securities, and adding Tammy as a library representative.

Financial Disclosure Policy and Practice – tabled

Hays County Contract and Agreement for the November 2023 election- Tammy will contact Ms. Jennifer Dienbold to ascertain the Library’s status regarding documents which are required by law.

TIRZ Board – No meeting this month.

Issues related to the new library planning and design - Bob reported that PGAL has completed the schematic design. A new scope of work, which was presented in the May meeting, has been agreed to by the consultants and the library. PGAL is ready to begin design development when given the okay by the library. Bob is still in touch with the city regarding the status of the wastewater application as is counsel, Kate Leverett.

Board Member addition – no action

Executive Session- None

Action Items:

- On a motion by Bob Richardson and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to appoint and approve Tammy Mierow as Election Administrator.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to enter into the agreement with Hays County and authorize Tammy Mierow to sign the agreement.
- On a motion by Bob Richardson and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to approve the amended scope and fee contracts to include incorporating a provision regarding consideration of USDA guidelines.
- On a motion by Bob Richardson and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to appoint Sarah Rose as an additional authorized representative and liaison of the Board with USDA.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to approve for a period of 60 days (renewable as needed by the board) to designate Tammy Mierow to assume responsibilities and exercise authority conferred on library director per prior board actions or per library policy to manage and administer the business and operations of the library
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to designate Tammy Mierow as authorized representative and additional signatory, but no limited to 60 days, for the DSCL Library accounts with Sunflower Bank, TML PayChex, and TexPool
- On a motion by Bob Richardson and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to approve the PFIA Report for Quarter 2.
- On a motion by Bob Richardson and seconded by Melva Codina, and there being no further discussion, the Board voted unanimously to approve the minutes for June 8 and June 28, 2023.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to approve the Financial Reports for June 28, 2023

On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board adjourned at 11:04 a.m.

- The highlighted action items above were inadvertently left off of the July 19, 2023 minutes. Thus this is an amended Minutes for July 19, 2023.

Respectfully submitted,

Melva Codina

Melva Codina
Board Secretary

