

Dripping Springs Community Library District
September 20,2023

Present: Missy Atwood, Marcie Cochran, Bob Richardson, Melva Codina, Tammy Mierow, Marcia Atilano, Community Member Al Gonzalez, and U.S. Capital Advisors representative, Ben Rosenberg

Call to order at 8:37 a.m. cdt.

REPORTS/DISCUSSION ITEMS

- **Potential Financing Options** - U. S. Capital Advisors, Ben Rosenberg, presented his analysis of the Library's financial picture for possible financial avenues for the Board to consider. Missy also reported that library counsel, Kate Leverett, suggested that the Board begin the procurement process for a financial advisor.
- **Library Director's Report**- Marcia reported that the Children's Library position is being advertised on various websites.
- **Capital Campaign Coordinator's Report** – Sarah presented her contact list for September and its results. She also set goals for herself and the Capital Campaign with several upcoming events listed and the future video to be recorded in November.
- **Capital Campaign Budget** - Sarah asked for an increase in the Capital Campaign Communications Budget with an additional \$10,000 for 2023 and \$30,000 for 2024.
- **Streamlining the Banking and Accounting Processes for the Capital Campaign and Building Funds.** The Board discussed setting up a separate account for the anticipated new library finances. The account could be set up at Sunflower Bank under the name "Benney Lane Capital Improvement " Melva will contact Sunflower Bank to begin the process.
- **2024 Budget** – MUNI projections show that the Library might have a sales tax revenue shortfall of \$200,000 for the 2024 fiscal year. Marcia and Tammy are still working on the 2024 Budget. Missy reminded the Board that the TexPool account is creating a sizeable amount of money in interest which will help offset some of the shortfall. Melva also reminded the Board that the sales tax revenues in February are usually quite large, and this will also help in the shortfall if it does occur. The budget will be finalized by the December Board Meeting.
- **TIRZ**- Missy reported that the TIRZ financial projections for their fiscal year, 2023-24, should be higher than expected. The Library needs to continue asking to have the new library considered a high priority item for funds to build community areas in the new library plans.
- **Issues related to the new library planning and design** – PGAL would like to finish the design phase by December 2023. Bob suggests the Board begin interviews for a Construction Manager at Risk. He will ask for Brad Kimmel, as owner representative, to aid in the interview process.

EXECUTIVE SESSION

The Board entered executive session at 12:10 pm.

Discussion centered on the employment evaluation/recommendation for compensation for Library Assistant –Cataloging and Acquisitions, Sarah Vollman

The Board left executive session at 12:20 pm

ACTION ITEMS:

- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board accepted and approved by unanimous vote the modification of the Capital Campaign budget to provide additional \$40,000 in communications financial support.
- Identifying a library point of contact for communications with USDA - tabled
- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board accepted and approved by unanimous vote the separation of the operating expenses and the capital campaign/building expenses into a separate bank account for each at the Dripping Springs Sunflower Bank. The second account may be named the Benney Lane Capital Improvement account.
- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board voted by unanimous vote to add Tammy Mierow, Asst. Library Director, as a signatory to the Sunflower accounts and to Tex Pool accounts.
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board accepted on unanimous vote the Amended Minutes for July 19, the Minutes for August 16, and the Minutes for the September 9 workshop.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board voted unanimously to accept the financial reports for June 28, 2023, and August 16, 2023.
- Action regarding financing options for the new library was tabled.
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, by unanimous vote, the Board received the Certificate of Unopposed Candidates for Library Trustee Election.
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, by unanimous vote the November 7, 2023, Election of Trustees was cancelled.
- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board voted unanimously to have Garza Engineering be the engineer of record for the existing and the future libraries.

On a motion by Marcie Cochran and seconded by Melva Codina, the meeting adjourned at 12:31 pm

Respectfully submitted,

Melva Codina

Melva Codina
Board Secretary