

Dripping Springs Community Library District
October 18, 2023

Present: Missy Atwood, Marcie Cochran, Bob Richardson, Melva Codina, Marcia Atilano, Tammy Mierow, Sarah Rose

Call to order at 8:45 a.m. cdt.

REPORTS/DISCUSSION ITEMS

- **Capital Campaign Coordinator's Report** – Sarah Rose presented her monthly report on several topics:
The upcoming promo video to be filmed on November 2, the pledges received as of 10-18-23, and her plan for the remainder of 2023 (receptions in November, a feature article in DS City Lifestyle, and a retreat later in November).
- **Stockbroker Options for new library financing** - Sarah is also working on plans to open an account with a brokerage account to enable receiving gifts of stock. She has asked that the Board approve opening a brokerage account.
- **Banking and Accounting processes and changes for the Capital Campaign** - Melva Codina reported that an additional account has been established at Sunflower Bank. This account will be for deposit of pledge monies and for monies to pay for new library expenses. The bank also asked that new signatory cards be signed by the Board members, Library Director, and Assistant Library Director.
- **3rd Quarter Public Funds Investment Act** - Melva presented information regarding the PFIA Third Quarter Report. Investments are still doing very well with money earned from interest from the TexPool account being more than \$38,000 for the third quarter.
- **Director's Report** – Marcia reported that a new copier has been set up with the cost of \$.50 per color copy and \$.20 per black and white copy. A credit card is now able to be used with this machine.
She also reported that she has posted a new job opening in Circulation, plus the Library Director position has also been posted. Marcia and Tammy have begun interviewing for the Children's Librarian.
- **Proposed 2024 Budget** - Marcia presented the latest iteration of the Proposed 2024 Library Budget. She reported that with the possibility of a smaller amount of sales tax monies being gained in 2024, she is reevaluating the cost of several online websites the Library offers. Marcia also distributed a copy of the 2019 Texas Public Library Statistics which she put together to compare several Community Library Districts as well as city-owned libraries in Texas. The purpose was to have a more comprehensive way of comparing our library with others.
- **Potential Financing Options** – Missy Atwood received information from the USDA that the application for financing has been given preliminary approval. There is still much more work to be done on this application process before final approval is considered. In addition, an RFP for a financial advisor has been emailed to several people who were recommended by legal counsel. The RFP will also be posted in the Austin newspaper.
- **TIRZ Board updates** – No action regarding the Library

- **New Library planning and design** – the next workshop meeting with PGAL and 720 Design will be set for November 8, 2023. Time and place will be set up soon.

Executive Session-

The Board entered Executive Session at 10:49 a.m.

Discussion centered on the employment evaluation/recommendation for compensation for Library Assistant, Susan Ogelsby.

The Board left Executive Session at 10:58 a.m.

Action Items:

- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board accepted and approved the October 10, 2023, Board Meeting and the Minutes for the October 10, 2023, Workshop by unanimous vote.
- On a motion by Meva Codina and seconded by Bob Richardson, and there being no further discussion, the Board accepted and approved the Financial Reports for September 20, 2023.
- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board accepted the 3rd Quarter Public Fund Investment Act Report.
- On a motion by Marcie Cochran and seconded by Bob Richardson, and there being no further discussion, the Board approved and authorized the opening of a stockbroker account with Edward Jones and approved establishing Melva Codina and Missy Atwood as authorized individuals for that account.
- Financing options for the new library facility – tabled.
- New library planning and design, including City permit applications and fees – no action.
- Potential Board addition – no action

There being no further business, the meeting was adjourned on a motion by Melva Codina and seconded by Marcie Cochran at 11:05 a.m. cdt.

Respectfully submitted,

Melva Codina

Melva Codina
Board Secretary