

Dripping Springs Community Library District  
Minutes  
March 12, 2025

Present: Missy Atwood, Bob Richardson, Melva Codina, Marcie Cochran  
DSCL – Mindy Laird,  
Sarah Rose

Call to order at 8:34 a.m.

The Board entered Executive Session at 8:35 a.m.

The Board discussed the following:

Open position of Capital Campaign Manager  
Organizing library positions to better serve the clientele.  
March 2, 2025, minutes.

The Board left Executive Session at 9:20 a.m.

1. Capital Campaign Report –Sarah Rose reported that we are approaching 40% of the goal of \$5,000,000 to be raised. Sponsorship of March 27, 2025, Golf Tournament is complete. Preparation for the April 1 Library Giving Day is underway. Missy tasked Sarah to create a Top 50 list of possible donors. Sarah said that she has a similar donor list which she will revise. The Ambassadors of the Library are currently approaching businesses and communities regarding donations to the library.  
Events  
3-14-25 – Spring Fling Books & Brews at Fitzhugh Brewing  
3-27-25 -Birdies & Books Golf Tournament at Grey Rock  
3-30-25 – Butterfly Design Workshops at 12:00 pm – 3:00 pm  
4-1-25 – Library Giving Day  
5-3-25- - Books, Brews & Goats at Jester King Brewery
2. Librarian’s Report – FODSCL donation check will be awarded to the Library on Wednesday, March 12, 2025. Mindy and Lesli are working on the RFP and RFQ for various projects (banking services, project manager/Owner’s Rep, etc.) These should be ready for release on March 19, 2025. A contract for ARPA funds has been signed--\$40,000. Mindy is also working on an MOU to be shared with FODSCL.
3. Second reading – Proposed policy regarding service area.
4. Open Board position - discussion on several possibilities
5. RFQ for qualifications for public agency revenue management services will be created based on attorney input. Mindy will be authorized to prepare this RFQ with help from attorney.
6. Treasurer’s Report – Library has received written confirmation of pledges securities from Sunflower Bank. The Confirmation will be filed at DSCL.
7. Final revision of the RFP for banking services has been sent to the attorney. Missy suggested that we include an automatic renewal clause to the RFP.
8. Olivia Ochoa presented an update of Children’s Library Services. There have been several exciting outcomes: Story Time attendance has increased by 33%. Children’s staff have weeded approximately 3000 materials, especially in the non-fiction area. 2000 materials have been added to Children’s Library shelves. The following programming has been updated or added: Toddler Storytime, Baby Time, Discovery time with Lay Lisa, Family Story time (on Saturday mornings once a month) Home School programming, Sensory Wall activities, plus much more. This summer’s program theme will be “Color Your World.” Planning is underway.
9. RFQ for project manager/owner’s rep will be established and a committee to review the proposals received will be assembled. The committee will be comprised of Bob, Mindy, and 2-3 community members who have construction experience and will make recommendations.

10. Funding options for the new library were discussed. Missy discussed a spreadsheet from Dan Wegemiller regarding cost and funding of a new library with funding coming from County approved entities. To help Avenu- Muni make more realistic suggestions regarding sales tax revenue, Mindy will send them Chamber of Commerce and City of Dripping Springs data regarding growth and projected future construction.
11. TIRZ Board – The TIRZ board is working on grants and finalizing budget proposals for their fiscal year 2025, which starts in the Fall. They are also evaluating 2026 priority projects and their budget. TIRZ revenue is increasing, and the library is hoping to receive help with gap funding.
12. MOU with Friends of the Dripping Springs Community Library – tabled.

### **ACTION ITEMS**

- 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 minutes for the February 19, 2025, Board Meeting.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board accepted and approved by unanimous vote the financial reports for February 19, 2025.
- 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 minutes for December 4, 2024, Workshop
- Action on Capital Campaign Report – no action
- Action on Librarian's Report – no action
- Action on open Board position – no action
- Approve issuance of RFP agency revenue management services – tabled.
- On a motion by Bob Richardson and seconded by Marcie Cochran, and there being no further discussion, the Board accepted the Treasurer's Report and any necessary follow-up action.
- Approve any needed planning or design, no action.
- Action on funding options, process, and requirements for new library – no action
- Action on TIRZ Board updates – no action
- 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 issuance of an RFP for banking relationship.
- On a motion by Melva Codina and seconded by Bob Richardson, and there being no further discussion, the Board approved the issuance of an RFQ for Owner's Representative.
- Action on an MOU draft with the Friend of Dripping Springs Community Library – tabled.

On a motion by Bob Richardson and seconded by Marcie Cochran, the Board adjourned its meeting at 11:40 a.m.

Respectfully submitted,

*Melva Codina*

Melva Codina  
Board Secretary