

Dripping Springs Community Library District
Minutes

May 21, 2025

Present: Missy Atwood, Melva Codina, Marcie Cochran
DSCL – Mindy Laird, Lesli Cathey

Call to order at 8:30 am

No public comments.

Reports:

- **Auditor's Report** – The yearly audit was not presented as the Auditor reported that she was not ready. The Board directed Mindy to ask the Auditor to present her report next month.
- **Librarian's Report** –
 - Mindy reported that due to state budget cuts, services provided by TSLAC will be continued but at a more minimal basis.
 - Mindy presented library information to the TIRZ board regarding their involvement in setting up the 2026 TIRZ budget. A TIRZ board member has asked for information regarding the cost of the parking lots to be built at the new library.
 - Mindy has asked the Board to review joining the State Unemployment Commission and to add it to the June agenda.
 - Mindy met with Christina Thompson and Lou Mandy Bruggman to consider a new approach to the Capital Campaign and craft new communication strategies for the Library staff and the Board.
 - Mindy presented a rough draft of Christina Thompson's job description with key responsibilities and chain of command. The Board gave a few suggestions and asked Mindy to revise several points.
- **Interlocal Agreement with ESD 1 and 6** – Missy discussed a possible ILA with Hays County ESD 1 and 6 regarding sharing of sales tax information.
- **Open Board position** – The Board reviewed interviews of several potential board members who have expressed interest in joining the Board.
- **Treasurer's Report** – Information regarding banking services will be discussed later in the meeting.
- **Issues related to new library construction** – no action.
- **Funding options for new library** – Lesli reviewed her research on funding options for the new library. She stated that current projections/revenues are not clear enough at this point for her to present any options. The information from Avenu/Muni is not complete enough for any type of conclusion. The Board reviewed the current contract with Avenu/Muni.
Mindy then presented sales tax information gathered by HDL Sales, Use and Tax Management Company.
Mindy presented a proposal for a possible contract with HDL for sales tax revenue analysis.
- **TIRZ Board updates**- Missy reported that the TIRZ Board 's Budget Committee will reassess a possible inclusion of the library as a priority project in the 2026 budget. There are several

possible areas for the TIRZ to assist in the construction of the new library—amphitheater, outdoor areas, meeting rooms, etc.

- **Updates from the RFQ Committee for Project Manager** – the committee evaluated 14 construction management companies and will interview a short list that the committee felt fulfilled the requirements the best. The meeting will take place on June 1.
- **Updates from the RFP Committee for Banking Services** – The Committee evaluated three banks who presented their services. A recommendation is ready to be given to the Board today.
- **MOU between the Library and the Friends of the Dripping Springs Community Library.** Mindy presented a draft agreement between the DSCL and the FODSCL for the Board to review and discuss.

Executive Session:

- On motion by Marcie Cochran and seconded by Melva Codina, the Board entered Executive Session at 11:02 a m
The Board discussed the creation of Library Executive Director position who would guide the Library as well as participate in a more expanded role in the Capital Campaign. The Board asked for an amended job description for Executive Director to be presented at next meeting. Also, the Board asked that salary adjustments be presented for the new staff responsibilities at the next Board meeting.
- The Board left Executive Session at 11:30 a m on a motion by Melva Codina and a second by Marcie Cochran.

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 April 16, April 21, and May 7, 2025.
- On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Board accepted and approved by unanimous vote the financial reports for April 16, 2025.
- Auditor's Report - 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 Librarian's Report.
- On a motion by Marcie Cochran and seconded by Melva Codina and there being no further discussion, the Board approved by unanimous vote, the addition of Paul Schier to the Board of the Library.
- On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Board voted to terminate the contract with Avenu/Muni Insights and Analytics and direct the Library Director to provide notice of termination to the company consistent with the contract currently in place.
- On a motion by Melva Codina and seconded by Marcie Cochran, and there being no further discussion, the Board authorized the Library Director to execute a contract with HDL Sales, Use and Tax Management Company on behalf of the Library effective on termination of Avenu/Muni contract.

- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, and by unanimous vote, the Board designated Missy Atwood to negotiate terms of a proposed ILA with Hays County ESD 1 and 6 to collaborate on optimizing sales taxes received by the districts.
- On a motion by Marcie and seconded by Melva Codina, and there being no further discussion, the Board voted by unanimous vote to approve a contract for banking services consistent with the RFP to South Star Bank and terminate banking relations with Sunflower Bank. The Board also authorizes Melva Codina to sign the contract with South Star on behalf of the Board.
- Treasurer's Report – tabled.
- New library planning – no action
- Funding options, process, and requirements for a new library – no action
- Action on TIRZ Board updates – no action
- Action as needed on RFQ for Owner's Representative – no action.
- Approval of MOU with FODSCL – tabled.
- On a motion by Marcie Cochran and seconded by Melva Codina, and there being no further discussion, the Board approved by unanimous vote, the title change of Library Director to Executive Director for Mindy Laird and an adjustment to her salary in view of taking additional responsibilities in the Capital Campaign.

On a motion by Melva Codina and seconded by Marcie Cochran, the Board adjourned at 11:57 a.m.

Respectfully submitted,

Melva Codina

Melva Codina
Board Secretary