

Blanco County South Library District

Board of Trustees Meeting

Blanco Library Conference Room

Tuesday, April 13, 2021

9:30 A.M.

Call to Order at 9:30a.m.

Meeting was called to order at 9:30a.m. Attendees were Nancy Cline, Jim Dyer, Millie Jones, Mark Gentry, Crystal Spybuck, Brian Fields, Jackie Hellinger, & Charlie Barr

Public Comments – None

A motion was made, seconded, and passed to approve the March 2021 minutes.

Unfinished Business:

1. Schedule for re-opening the Library – Book Clubs are allowed to start meeting in May. By May 10<sup>th</sup> the library will be open for 4-hours every day. The Board would like the Library to re-open by June 1st with the hours of 10:00am to 6:00pm Monday through Friday and Saturday 10:00am to 4:00pm. Crystal will attempt to staff volunteers for the front desk. Crystal will also start the process of hiring a new part-time front desk worker for potentially 20-hours per week. Plexiglass partitions have been purchased and installed at the front desk.
2. Front desk remodel – A down payment has been made to Into the Woods, LLC for the front desk remodel. Construction has not started.
3. Picnic table purchase- The picnic table has been purchased and installed. The Board would like an outdoor trash can installed near the picnic table.
4. Upgrading security cameras- The Board approved payment of the ADT quote for new camera installation. Crystal was asked to inquire with ADT about the monthly maintenance payment potentially changing, and what eight cameras will be replaced. Please see attached quote.
5. District Board Election - Poll workers have been scheduled and early voting begins April 19th. Polls will be open 9:00am to 5:00pm Monday through Friday with Election Day being Saturday May 1<sup>st</sup>.
6. Technology Committee report – The Technology committee has been meeting and Jeff Holmes is working on the Committee report.
7. Compensation Committed - The Compensation Committee needs to meet again. There is no new news.

New Business

1. Donation of teddy bear made by Martha Herdon - Contest to name - Crystal will create a sign regarding the rules of the naming contest. The Board approved a \$20 gift card prize to the winner.
2. Budget needs for 2021-2022 Budget – Millie asked that all budget requests be sent to her before the next Board meeting.

3. Staff evaluations – Crystal Spybuck will update any job descriptions that are out of date. The Library Director will be evaluated May 11th. All other employees will schedule a time with the Library Director and one Board member.
4. Friends of the Library Report – Charlie Barr reported 115 members. The online auction fundraiser will begin May 3rd. Each week a new item will post to the auction site. The Friends General meeting is May 13th at 6:00pm via Zoom.
5. Blanco Library, Inc. Report – Crystal Spybuck is the new Secretary and Carolyn Geiler is the new Vice- President.
6. Budget and Financial Report – Millie Jones – The budget looks good, keeping a close watch on the monthly sales tax revenue.
7. Financial Report – Jackie Hellinger – A motion was made, seconded, and passed to pay March 2021 bills.
8. Deputy Library Director's Report – Brian Fields – Please see attached report.
9. Library Director's Report – Crystal Spybuck – Please see attached report.

Announcements:

1. Next Board meeting will be held Tuesday, May 11, 2021 at 9:30a.m.

The meeting was adjourned at 11:30am.

Respectfully submitted,

Jackie Hellinger, Bookkeeper