

Blanco County South Library District

Board of Trustees Meeting

Blanco Library Conference Room

Tuesday, November 10, 2020

9:30 A.M.

Call to Order

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

Public Comments – none

Nancy officially introduced Charlie Barr, new President of the Friends of the Library Board, to the Blanco County South Library District Board of Trustees.

A motion was made, seconded and passed to approve the October 13, 2020 minutes.

Unfinished Business:

1. Re opening of the Library – Crystal and Brian – The patrons are grateful for the extra half day of being opened. Since the COVID 19 virus is on the rise, the schedule of the library will remain the same. If conditions worsen, we will revisit this schedule.
2. Revision of policy on collection development – Tabled
3. Compensation policy committee – Nancy led this discussion – When the committee resumes discussions, vacation/PTO, jury duty compensation should be included. After the first of the year, the changes should be emailed to the committee members so progress can be made, due to COVID issues. A Zoom meeting may also take place.
4. Update on book covering machine – The new machine is faster and can cover more books in the amount of time it use to take to cover just one.

New Business

1. Request to purchase laptop computer for Friends of the Library Treasurer – Jackie Hellinger is the new Treasurer for Friends of the Library. The computer is outdated and needs to be replaced. A motion was made, seconded, and passed to purchase a new computer for the Friends of the Library.
2. Approval of items for disposal – Crystal had a list of items for disposal. A motion was made, seconded, and passed to dispose of said items.
3. New procedure for posting Cancellation of Election notice – Jackie prepared the Order of Cancellation for the Board of Trustees election. Jackie talked with Kristen Spies, Tax Assessor, who is now in charge of all County elections. After a couple more conversations with the Tax Assessor's office, Tanya, Kristen Spies voting clerk, stated she will post the cancellation at the early voting location and at the First Baptist Church on voting day. Since this is different then what the BCSLD use to do, Nancy and Andrea will meet with Kristin Spies to make sure we are complying by the rules.

4. Oath of office (Millie Jones, Jim Dyer and Nancy Cline) – An appointment will be made to have our Trustees take the oath of office.
5. COVID policy on pay for staff – We will comply with the Department of Labor guidelines with regards to paid leave entitlements for employees.
6. Water line break – On Thursday, November 5, Brian discovered a water leak in the parking lot at 12th and Pecan Sts. It was determined by the City it was the library's responsibility. Brian consulted with Nancy. Nancy referred Brian to Reeh Plumbing, they could not come out until Monday, the 9th. Ben Escobedo, who works for the City, fixed the water leak.
7. Friends of the Library Report – Charlie Barr – October 8, 2020 was annual membership meeting. \$15,000 is the goal for the membership drive. So far, doing well.
8. Blanco Library, Inc. Report – Pat Clewell – The next meeting will be held in January 2021. Board member positions needing to be filled are Secretary, Vice-President and Investment Manager.
9. Budget and Financial Report – Millie Jones – The budget looks good, cannot predict what future holds.
10. Financial Report – Millie Jones – A motion was made, seconded, and passed to pay September 2020 bills.
11. Deputy Library Director's Report – Brian Fields – Please see attached report
12. Library Director's Report – Crystal Spybuck – Please see attached report

Announcements:

1. Next Board meeting will be held Tuesday, December 8, 2020 at 9:30a.m.

The meeting was adjourned at 10:50a.m.

Respectfully submitted,

Andrea Whitesides, Secretary, BCSLD