

Blanco County South Library District

Board of Trustees Meeting

Blanco Library Conference Room

Tuesday, May 11, 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, and Andrea Whitesides

Public Comments – None

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

Unfinished Business:

1. Schedule for re opening the Library – Crystal reported that the library hours will be M, T & W 2pm – 6pm, TH & F 10am – 2pm, closed on Saturday pending availability of staff and volunteer personnel. A motion was made to approve new full-time schedule. The motion was seconded and passed.
2. Front desk remodel – Crystal reported that the remodel should be installed by the end of June.
3. T-Mobile contract for new hotspots – After discussion, a motion was made to approve the contract for 6 months for 5 hotspots. The motion was seconded and passed.
4. Upgrading security cameras – Crystal reported that the equipment had not been received. One new camera will be set to watch new picnic table area.
5. District Board Election results and canvassing – Completion of canvassing resulting in 97 total votes. Mark Gentry – 41, Joni Kirkwood Moore – 42, Andrea Whitesides – 69. Joni and Andrea were elected and will need to take the oath at the Justice of the Peace's office before the June 15th meeting. The cost of the election was \$1,782.00. If we had not had volunteers and had to pay all workers, the cost would have been \$2,292.
6. Technology Committee report – No report
7. Compensation Committee report – No report
8. Update on Air Conditioning – Apache A/C replaced 1 blower unit in attic. A/C is now working.
9. Updating staff job descriptions/staff evaluations – Crystal has been working on these updates for the paid staff.

New Business

1. Maintenance of Effort (MOE) update – Jackie reported that our MOE complies.
2. Budget needs for FY 2021-2022 – Millie presented a proposed budget for all to review. Will vote on budget at June meeting.
3. Hiring of part-time staff for front desk – After discussion, a motion was made to approve \$12.00 per hour for 20 hours per week for a Library Aide. The motion was seconded and passed. Crystal will start the process of hiring for this position.

4. Request for funds from Blanco County – A letter from the Library Director will be sent to Blanco County requesting \$6000.00.
5. Discussion of van in parking lot – After much discussion, it was agreed that a letter would be sent to the occupant of the van that more permanent housing for him needs to be found.
6. Purchase of trash can for picnic table area – Crystal reported the trash can has been purchased.
7. Request to move June meeting to June 15 – Nancy requested the change in the date. A motion was made, seconded, and passed to move meeting to the 15th of June.
8. Friends of Library Report – Charlie Barr – Annual meeting will be held on May 13. New officers are President – Charlie Barr, Vice-President – Carolyn Geiler, Secretary – Amy Mollberg, Treasurer – Jackie Hellinger. 1st Auction item was sold for \$140. Charlie discussed more ways to advertise, get the word out.
9. Blanco Library, Inc. Report – Pat Clewell – No report
10. Budget and Financial Report – Millie Jones – The budget looks good, keeping a close watch on the monthly sales tax revenue, since it has been lower the past 2 months.
11. Financial Report – Jackie Hellinger – A motion was made, seconded, and passed to pay April 2021 bills.
12. Deputy Library Director's Report – Brian Fields – Please see attached report.
13. Library Director's Report – Crystal Spybuck – Please see attached report.

Adjourned into Executive Session at 11:35a.m. Emerged from Executive Session at 12:20pm.

The following items were discussed:

Evaluation of Library Director, approval of revised job description for Library Director and raises for staff. Nancy and Andrea will discuss Board's evaluation with Library Director. Raises for staff will be determined after evaluations and announcement when 2021-2022 Budget is approved. Staff will receive individual, formal notification of raises.

Announcements:

1. Next Board meeting will be held Tuesday, June 15, 2021 at 9:30a.m.

The meeting was adjourned at 12:25 p.m.

Respectfully submitted,

Andrea M. Whitesides

Secretary, BCSLD