

Blanco County South Library District

Board of Trustees Meeting

Blanco Library Conference Room

Tuesday, June 15, 2021

9:30 A.M.

Call to Order and Welcome at 9:30a.m.

Meeting was called to order at 9:30a.m. Attendees were Nancy Cline, Jim Dyer, Millie Jones, Joni Kirkwood, Crystal Spybuck, Brian Fields, Charlie Barr, and Andrea Whitesides

Nancy welcomed new BCSLD Trustee Joni Kirkwood to the board.

Public Comments – None

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

Unfinished Business:

1. Schedule for re-opening the Library – Crystal advised the Board the new library hours are: Mon.– 2:00 – 6:00p.m., Tues. & Wed. 10:00am – 6:00p.m., Thurs., Fri., & Sat. 10:00a.m. – 2:00p.m.
 - a. How to announce to public – Crystal will continue to put an article in the BCN. We will start opening study rooms, conference rooms and back bathrooms. Grand announcement will be made when fully staffed.
2. Front desk remodel – Crystal reported the remodel to be finished by the end of the month. Corian counters will be installed on the cabinets.
3. Hiring of library aide – Interviews will take place on the 23rd, 24th and 25th of June between 3:00 – 6:00p.m. Whichever candidate is selected, they must be vaccinated.
4. Report on staff evaluations – Crystal has completed all evaluations. The following change has been made regarding whom will be attending the evaluations. 2 Board members will do the Library Directors evaluation; the Library Director and a Board member will do the Deputy Library Directors evaluation; the Library Director and the BCSLD Treasurer will do the Bookkeepers evaluation; the Library Director and Deputy Library Director will do all other paid staff evaluations.
5. Letter regarding van in parking lot – Crystal reported no progress has been seen from Mr. Grote. It was agreed another letter will be sent with a date of July 31, 2021 for permanent removal. Andrea said she would contact RAK Dave Lageman for any advise or help.
6. Technology Committee report – No report
7. Compensation Committee report – No report
8. Update of Board members' binders – Nancy gave board members updated Election, Secretary duties, Friends of the Library by laws and told us the updated by laws of the BCSLD were on the Drive and make sure we have the updated copy in our binders.

9. Upgrading security cameras – Crystal informed the Board that this matter has not been resolved. It looks like we will need to upgrade entire system. When Crystal receives a proposal, she will send it to the Board for approval.

New Business

1. Quarterly Investment Report – Millie reported that when the next CD matures, we will just roll it over. Interest rates are awful.
2. Approval of budget for FY2021-2022 including staff raises – A motion was made, seconded, and passed to approve the budget. Millie did mention that the audit is 2 years behind.
3. Library holidays for the next fiscal year – The following days were approved by the Board as holidays for FY 2021-2022
 - July 5 – July 4th - Monday
 - Sept 6 – Labor Day – Monday
 - Nov. 25 & 26 – Thanksgiving – Thursday and Friday
 - Dec. 24 & 25 – Christmas Eve & Day – Fri. & Sat.
 - Dec. 31 & Jan. 1 – New Year's Eve & Day – Fri. & Sat.
 - May 30 – Memorial Day – MondayGiven the way the holidays fall, Brian will be given one more day off at a time agreed upon by Crystal and him.
4. Request for funds from City of Blanco – Crystal will send a letter to the City of Blanco requesting \$15,000.
5. Friends of Library Report – Charlie Barr – Charlie reported that the online auction was doing very well. Meeting will be Thursday, June 16, 2021.
6. Blanco Library, Inc. Report – Pat Clewell – No report
7. Budget and Financial Report – Millie Jones – Finances are looking good and the Sales Tax Revenue rebounded.
8. Financial Report – Miller Jones – A motion was made, seconded, and passed to pay May 2021 bills.
9. Deputy Library Director's Report – Brian Fields – Please see attached report.
10. Library Director's Report – Crystal Spybuck – Please see attached report.

Announcements:

1. Next Board meeting will be held Tuesday, July 13, 2021 at 9:30a.m.

The meeting was adjourned at 11:45a.m.

Respectfully submitted,

Andrea M. Whitesides

Secretary, BCSLD

