

**Blanco County South Library District Board of Trustees Meeting
Tuesday April 10, 2018**

Meeting was called to order at 9:30 A.M. Attending were Nancy Cline, Millie Jones, Andrea Whitesides, Jim Dyer, Kathee Copeland, Crystal Spybuck and Brian Fields.

Call to order –Nancy Cline

UNFINISHED BUSINESS

There were no changes to the minutes of the March 13, 2018 meeting. The minutes were approved.

Unfinished Business

1. Approval of Technology Plan

A motion was made and approved to accept the technology plan.

2. 80th anniversary of founding of Library

A party sometime in October or November was discussed. Crystal will appoint a committee. She has looked at what other libraries have done. Ideas include a car show, music, etc.

3. Hiring of bookkeeper

The ads have been running and postings were made to social media and the website.

Approved a motion increasing ad budget to \$50 until the next board meeting. An addendum to the motion added that if no response in two weeks, Crystal will email the board for approval to increase ad budget further.

Ad will be placed on marque.

4. Posting at election polls – May 5, 2018

Jim will see to it that it is done.

4. Revisit reduced Library hours

A motion to return the Saturday opening time 10am was approved. The possibility of increasing hours of operation more will be considered in the future, depending on budget considerations. Will try to keep track of users during the expanded Saturday hours.

New Business

1. Blanco Library Inc. Report – Kathee Copeland

Home tour appeared to be a success, but a final report on the earnings will come later.

Pat Clewell, Blanco Library Inc. president, will plans to attend board meetings in the future.

2. Budget and Financial Reports – Millie Jones

Income is good with \$75,000 ahead of the budget for the year.

a. Audit

Auditor will submit engagement letter. Plans to begin audit after Federal tax date.

3. Financial Reports – Crystal Spybuck

Moved and approved payment of bills

4. Library Director's Report – Crystal Spybuck

Report attached.

Crystal discussed the possibility of replacing the computer network with one based on thin computers with most software on the server. She discussed the advantages and very preliminary cost estimates. She also indicated that there is a possible donor who might be willing to help. She will provide more detailed information on costs and fundraising in the future.

Crystal requested a board member to be involved in the sixth month evaluation of Brian Fields and Nancy agreed to do it.

Crystal also requested a board member to be backup person for background checks. It would involve training. Jim agreed to do it.

There was some discussion of the need to proceed on next year's budget. One of the complications is the end of the cooperative grant that has been funding some library personnel.

5. Revisit District Bylaws

Revisions to the bylaws were proposed by Nancy and discussed. Modifications as discussed were to be sent to the board prior to the next meeting. The revisions involved

Changing the election date requirement;

Changing the term of replaced board members to be consistent with the board member replaced;

Modification of the list of titles of library staff.

The meeting was adjourned at 10:53am

James Dyer, Acting Secretary

Library Director's Report
April 2018
By Crystal Spybuck

- Volunteer update: Beth, Tracy, and Becki have finished their training and they are taking on regular shifts.
- We are experiencing many volunteer absences due to illness.
- Our security company has changed from being Protection 1 to ADT. They have resolved the issue with our zone 17 sensor.
- Our DIY project for this quarter is stalled due to a malfunction in the 3-D printer. We should be receiving it back sometime during the week of April 9th and we will have an extra month with it.
- I am working with our IT team to get a full quote to replace our computer system with ThinClients. We may have a potential donor who would help us. We keep having some of our PCs crash and the best thing to do would be to replace them.
- Brian Fields has completed his 6-month trial period and it is time for a formal review. I will get with a board member to do this.
- I need another designated board member for as a second source for background checks.
- We have resumed our staff quizzes for both our new and old staff members.
- I have been taking over part of our Business Assistant's responsibilities of entering and paying bills while she is out for about a month.
- We have not heard back yet on the Larson grant for Mystery books submitted in January.
- The Blanco Woman's Club will have their Home Tour on April 7th.
- Barney Cline will have an author signing on April 24th.
- On April 25th we will have special guest musician, Susan MacDonald, program who has written and will perform music to nature videos.