

**Blanco County South Library District Board of Trustees Meeting  
Tuesday, March 12, 2019**

Meeting was called to order at 9:32 A.M. Attending were Nancy Cline, Millie Jones, Andrea Whitesides, Jim Dyer, Kathee Copeland, Pat Clewell, Brian Fields, and Crystal Spybuck. Robin Somerville arrived later.

**Public Comments - none**

**Minutes of February 12, 2019 meeting approved.**

**Unfinished Business**

- 1. Bus tour to Waco fundraiser– Andrea Whitesides presented information on bus trip to Waco. Reported that all was ready, but busy recruiting participants.**
- 2. Book bag fundraiser – Crystal Spybuck discussed options for the book bag fundraiser. Getting a blue cotton bag with a white cowboy image was proposed. Cost is to be \$435 for 100 bags. Plan to sell the bags at \$10 each. Motion to spend \$435 for the bags was approved.**
- 3. Election  
Certification of Unopposed Candidates will occur at next meeting**
- 4. Thin Client computers are working and the plan is to install the rest of them is scheduled for the 20th of February (This must not be the correct date.?)  
Motion to donate the replaced old computers to a nonprofit was passed.  
Need to upgrade Envisionware. Proposed a two year plan. A motion to buy Envisionware for two years at \$679 per year was passed.**
- 5. Marcy Westcott’s meditation classes. Crystal updated the status of the project. Instruction business will start a set of 6-week classes on Wednesdays in April at the Library. After the 6-week course she will do an intensive half day workshop. She will also have private lessons that will work in the library schedule. She will give the library 20% of her profits.**

**New Business**

- 1. Temperature of workroom and Jackie’s office. Crystal reported that there is a problem in balancing airflow between the two rooms. It will need to be adjusted periodically.**
- 2. Brian’s application for scholarship to attend Association of Rural and Small Libraries Conference. Still waiting to hear.**

3. Blanco Library, Inc. Report – Pat Clewell reported no recent meeting. Blanco Library Inc will sponsor a function at the Ben Milam Distillery on May 3rd. Tickets will be sold for \$25 each

4. Friends of the Library Report – Robin Somerville reported dinner and a movie made about \$1,000. General membership meeting will occur on May 7. Making plans for participation in the Real Ale bike race on May 18. Friends are trying to make it more fun for the participants stopping at the booth.

5. Budget and Financial Reports – Millie Jones reported that there were no problems in any of the accounts.

6. Financial Reports – Crystal Spybuck, Jackie Hillinger  
Motion to pay the bills was passed.

7. Quarterly Investment Report – Millie Jones presented the report.

8. Library Director's Report – See the attached director's report.  
A new report showing meeting room usage has been added.  
Crystal suggested that the budget surplus we have might be used to purchase some needed items behind the front desk. That will be discussed later.

#### Announcements

1. Next meeting – April 9, 2019

Adjournment at 11:42 am.

James Dyer  
Secretary

**Library Director's Report**  
**March 2019**  
**By Crystal Spybuck**

- Volunteer update: We had an applicant who refused to fill out the background check permission so we are not going to use this person. Our former volunteer, Dorothy Warrington, passed away last week and her children would like to host a memorial service for her at the Library.
- Joni K. hosted a month long Lego Night and had a good turnout. We tried to carry it on to our first week of March, but had no participants. We will discontinue the program until the summer.
- Jackie and I completed and submitted the annual state report. President of Blanco Library Inc. and Nancy Cline signed off on the confirmation form and it was submitted this week. The deadline for the report was the end of April.
- The Friends Annual Dinner and a Movie sold out and the “Bucks for Books” jars went well. Jim Wittliff and Mitzie Wittliff donated a matching fund of \$250.
- Toby Sykes with e-Rate approved us continuing with GVTC and filed for the e-Rate for 2019-2020 fiscal year.
- Marcy Westcott with her company Still State Meditation & Mindfulness Instruction business will start a set of 6-week classes on Wednesdays in April at the Library. After the 6-week course she will do an intensive half day workshop. She will also have private lessons that will work in the library schedule. She will give the library 20% of her profits.
- The purchase of the room divider is still in process. It will not be possible to do a room divider from the ceiling since the minimum height of space required is 18’.
- We have sold 15 seats so far for the Magnolia Market Field Trip. We have already paid the full cost of the bus use. We will work on additional marketing.
- Diane Blackburn started working with George Barr to process more taxes and they have expanded their schedule for the last day in April.
- Tell Finch came out March 4<sup>th</sup> and 11<sup>th</sup> to check the duct system and adjusted to flow to try to help regulate the temperatures.

Thin Client Update

- Heart of Texas IT installed a patch on March 1<sup>st</sup> that fixed the problems we were encountering. We are still testing out the new unit. HOT IT has ordered the rest of the new Thin Clients and are working on setting them up in their office before bringing them in onsite. I have put them in touch with an IT contact at San Marcos Library that helped them set up their Envisionware and Thin Clients.