

Blanco County South Library District

Board of Trustees Meeting

Blanco Library Conference Room

Tuesday, September 8, 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, Jackie Hellinger, Pat Clewell & Andrea Whitesides

Guest: Kee Hudson

Public Comments – none

A motion was made, seconded and passed to approve the August 11, 2020 minutes.

Unfinished Business:

1. Re opening of the Library – Crystal and Brian – After listening to Crystal and Brian, it was agreed that the schedule will remain the same and we will readdress this matter at the October 2020 Board meeting. Porch pick-up will continue and faxing and making copies have been added to the staff's duties.
2. Revision of policy on collection development – Crystal presented the revised Collection Policy, Policy No. 2.30, Reserves; Policy No. 2.40, Reference Books; and Policy No. 2.41, Genealogy Materials, for approval. A motion was made to approve said revisions, seconded, and passed.
3. Texas Book Festival grant – Brian – The Texas Book Festival grant was received in the amount of \$2,500.00. Most of this grant will be used to update our Non-Fiction section of our collection. Approximately, 145 books will be bought with this grant.
4. Funds from City of Blanco and County of Blanco – Crystal showed us the proposed County of Blanco budget for 2020 – 2021. The proposed budget shows the library will be receiving \$6,000.00. During the last City of Blanco council meeting, the proposed budget is to include \$15,000.00 to go to the library.

New Business

1. Letter regarding staff compensation – Crystal read a letter with suggestions on guidelines for employee compensation. Some suggestions that were voiced was a yearly Cost of Living Adjustment and tenure pay, all based on the financial stability of the library. Crystal suggested that the Library Director make recommendations for raises of the employees. Each year the Board will send a letter to employees notifications them of decision of Board with regards to raises.
2. Compensation section of Personnel Policy – After much discussion, a committee of 2 Board members and 2 employees will convene to revise Compensation Section of the Employee Personnel Policy. The Board members are Millie Jones and Andrea Whitesides. The employees are Crystal Spybuck and Jackie Hellinger.

3. Friends of the Library update – Brian Fields – On August 19, 2020, a Friends of the Library Board meeting was held via Zoom. They have a goal of \$15,000 for their membership drive. The by-law revisions should be voted on at the October 2020 general membership meeting.
4. Blanco Library, Inc. Report – Pat Clewell – Renewed the Doran Endowment CD at Security State Bank at a rate of .625%, another CD at Lonestar Bank was to be renewed on 9/8/2020. Sandy Switzer was to contact Thad about hanging the metal “Cowboy” logo in the large conference room. No donation from Kinder Morgan, yet.
5. Budget and Financial Report – Millie Jones – Millie continues to monitor sales tax revenue for any significant changes. Otherwise, the budget looks healthy.
 - a. Quarterly Investment Report – The CD’s are continuing to grow. Although the interest rates are not high, the CD’s are still increasing.
6. Financial Report – Jackie Hellinger – A motion was made, seconded, and passed to pay August 2020 bills.
7. Deputy Library Director's Report – Brian Fields – Report attached
8. Library Director's Report – Crystal Spybuck – Report attached

Executive Session

The Board members went into Executive Session at 11:05a.m.

1. Personnel matters – The Board members decided to invite the library staff to meet with the Board, individually, to voice their concerns. A letter will be sent to staff members.

The Board emerged from Executive Session at 11:55a.m.

Announcements:

1. Next Board meeting will be held Tuesday, October 13, 2020 at 9:30a.m.

The meeting was adjourned at 11:59a.m.

Respectfully submitted,

Andrea Whitesides

Secretary, BCSLD