

Red Feather Mountain Library District

Board of Trustees Meeting Minutes

May 23, 2018

The meeting was called to order at 9:15 with a quorum present.

Board Members Present: Marleila Springer (President), Zen Raczkowski (Vice President), Lori Davis (Treasurer), Lynn Wartgow (Secretary), Chris Charbonneau, Claudia O'Neill and Cyndi Helling.

Staff Members Present: Creed Kidd (Library Director), Janet Markley (Librarian), Darlene Killpatrick (Librarian), and Jeanette Heath (Librarian).

Reading/Correction of the Minutes of the April 25, 2018 Board of Trustees

- Cynthia moved and Lori seconded to approve the minutes as submitted. Motion carried.

Correspondence

- There was none

Public Comments - limited to 10 minutes

- None

Friends of the Library Report and Discussion

- None

Public Service Librarian Reports

- Darlene - see report. Still struggling with signs for outdoor area. Hopes to have grand opening in outdoor area in July. CERT training the end of June. Water festival classes in Fort Collins went well. Summer reading program is getting ready to go.
- Jeanette – see report. Promoting Summer Reading Program. Movie nights to start once a month. Will schedule two lock-ins for teens. Looking into questions of back pay.
- Janet – see report. Attended a conference that talked about preparing for emergencies.

Committee Reports:

Treasurer and Finance Committee Report

- Lori brought up the question about the need to meet as a separate finance committee if the information is shared on paper and also discussed at Board meetings. Felt extra meetings were redundant.

Policy Committee

- Report on the meeting held on May 23, 2018. They are discussing employee benefits and need to continue with this discussion.

Long Range Planning Committee

- Report on the May 15, 2018 Committee meeting. Darlene can partner with Larimer County and their database. Creed will create draft MOU with North 40 Alliance.

Director's Report

- See report. Discussed parking and charging station for electric cars. Waiting to hear if John Parker's solar grant receives funding. Investigating energy saving opportunities in areas of lighting.

Unfinished Business:

Review of board officer and committee roles for members

- Board members agreed to stay in the positions they filled.

Updates on varying 2018 projects: carpeting, AED, insurance, internet, grants

- Deadline of June 1 to determine a choice. Additional items

New Business:

- Library cistern project: Hope Dibble from Alberts Water came to discuss this and to address our questions. Bladder system won't work because it can't maintain appropriate pressure. Suggestion made to take out part of the foundation wall and put in a solid tank. Low profile tank is another option to go there. The options are to put it under the building but still would need access for leaning. Other thought is to blast a place outdoors and then bury the tank. Question is about where and what type of damage there could be. Still need access for cleaning. Would have a manhole cover in it. Hoping to have a tank providing 1000 – 15000 gallons. Suggestion that we walk around our location at the next board meeting to see where tank could be placed if blasting used. To increase the water flow, we may also need to replace the Home Springs system which has components that may be becoming obsolete. Discussed alternative water filtration systems. We still will need to add chlorine. Hope recommends the use of a Flex Light System above other options. Discussion on checking the flow rate of the well to see what potential volume there could be from the well and also the pump. Probably will still need the cistern. (see attached report from Albert's Water on costs)

Volunteer Dinner

- Planning needs to start on Library volunteer dinner in August. Cyndi will look into dates and space available. Lori will help organize. Board members may need to bring a dish to share.

Proposal for an electric car charging station in the library parking lot

- Not felt to be a priority at this point in time.

11AM meeting with Library CPA Dana Shriver

- Introductions to Dana were done. She shared with us her background experience. Explanations of how to understand the reports was requested. She explained what each report showed us. Balance sheet – the general financial health of the organization and is a snapshot for that particular day. Endowment funds are not included in the total assets on this sheet. A description of how PARA works was given and Dana also shared her opinion of the PARA program and its retirement benefits. There is a concern that PARA will go bankrupt. Fixed asset funds are items that have been purchased or improvements that have been made and stay on the books until they are disposed of or broken. Equity is the difference between our assets and liability. Balance sheet per year comparison will be kept as it provides a good comparison over time. Income statement reflects money coming in and going out. Profit and loss report, #4 report, is where the Larimer County Property Tax percentage number comes from on Jennette's summarized, Finance Report for the month, that she gives us.

Adjourn at: 12:11

Next Board Meeting: June 27, 2018 9:00AM

Policy and Documents: June 27, 2018 8:30AM

Finance: 11AM (TBD)

Long Range Planning: June 19, 2018, 9:30AM

Official placing and posting notices: inside library hallway bulletin board; library front entrance exterior bulletin board; Main Street library bulletin board; library webpage at <http://redfeatherlibrary.org>

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