

# Red Feather Mountain Library District

## Board of Trustees Meeting Minutes

June 27, 2018 – 9:00AM

The meeting was called to order at 9:00 with a quorum present.

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

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

Community members present: John Parker, North 40 Alliance.

Reading/Correction of the Minutes of the May 23, 2018 Board of Trustees: Chris motioned to accept the minutes and Cyndi made the second. The motion was approved.

Correspondence: There was none.

Public Comments: There were none.

Friends of the Library Report and Discussion: None

### Public Service Librarian Reports

- Darlene - see attached report. Darlene asked for help from Board Members on July 7<sup>th</sup> for the GOCO project reveal. She would like food and beverages that day. Board members should bring cookies to the library on the 6<sup>th</sup> or the morning of the 7<sup>th</sup>. She also needs help getting the outside area ready. July 10<sup>th</sup> will be the big celebration of receipt of the EBSCO Solar Grant. There will be tours of library and then a celebration at the POA for all the guests and media. Board members could help by bringing cookies and treats. Please notify the Library if you are able to bring any cookies or treats.

- Jeanette - see attached report. Update on the summer reading program and movie nights. Adults came to movie night but still having trouble getting teens to come. She is providing snacks too on these nights. Girls lock-in has been scheduled July 28<sup>th</sup>. The boys lock-in has not been scheduled yet, looking for a male volunteer. NASA presentation will be July 18<sup>th</sup>.

- Janet - see attached report. She worked with Darlene at the Fire Wise event and stated that there was a small number of children in attendance that day. Janet said she would be able to help with the July 7<sup>th</sup> and July 10<sup>th</sup> events.

### Committee Reports:

#### Treasurer and Finance Committee Report

- Financials, updates and issues as appropriate: Creed stated that all is well with finances and that we are where we expect to be for this time in the year.

#### Policy Committee

- Report on the June 27, 2018 Committee meeting: The committee met earlier at 8:30 today and discussed the Internet Safety Policy for Adults and Children which will be voted on at the July Board meeting.

#### Long Range Planning Committee

- Report on the June 19, 2018 Committee meeting: Chris reviewed the last meeting, stating that the last local fire was a good practice experience for the HUB. Darlene will be developing a manual for the Library and has attended a training with Larimer County re. the database.

Director's Report - see attached report. A contractor discussed excavation for the cistern and will give us a bid for the work. Need to check with the county about approval for this action. Creed asked to increase John Grose's hours from 6 – 8 per week for a period of time. Zen moved, and Claudia seconded, and the board approved this motion to temporarily increase John's hours. The board also supported Creed in the suggestion to have John Grose work an additional 8 – 10 hours to cover the hours needed for the boy's lock-in, a one time event.

#### Unfinished Business:

Review of board officer and committee roles for members was handled at a previous meeting.

Library volunteer appreciation social: Cyndi reported that the FOL was happy to combine the FOL and the Library's volunteer appreciation events so that there would be only one event. Possible dates in August are being looked at. Cyndi will continue with the planning of this event.

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

What you didn't know about the Library District in 10 minutes / Legal basis of service – to be circulated individually as an infographic

#### New Business:

- EBSCO Solar Grant – John Parker shared a Power Point presentation with the Board. He compared what the Library used in watts and compared it to solar produced watts. To cover our usage, we would need over 45 panels. We may have space for more than 100 panels. We may be able to sell power back to the PBREA company. We would need 85 batteries to operate the system. The panels may be constructed in the form of canopies/car port in our parking area or along the back of the property. A cantilever canopy design may be the best for the Library. There will need to be a decision on where exactly the panels will be placed. Next steps would be to make some preliminary contacts with contractors for installation of the system.

Lynn moved to thank John officially for all of his hard work and dedication on the solar grant submission, second by Claudia. Approved.

Library services -- in-house and online survey will be sent out.

Public Hearing: Internet Safety Policy for Children and Adults – advertised as 10:30AM: Creed reviewed the policy, that has been revised, and the requirements necessary to be in compliance for this policy with the Board. Staff and Board members discussed how they should provide appropriate monitoring and supervision with computer use. Claudia brought up the use of screens to provide the user privacy when using the computers at the Library. This policy will be voted on at the public meeting scheduled on July 25, 2018.

Next Board Meeting: July 25, 2018 9:00AM  
Policy and Documents: July 25, 2018 8:30AM  
Finance: as called by the Treasurer or President  
Long Range Planning: TBD

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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