

**Red Feather Mountain Library District**  
Board of Trustees Meeting Minutes  
April 26, 2017

**Board Members Present:** Julie Burness (President), Diane Nelson (Vice President), Edie Gause (Treasurer), Angie Swindell (Secretary), Jane Wagner, Zen Raczkowski, Marleila Springer  
**Staff Members Present:** Creed Kidd (Library Director), Darlene Kilpatrick (Librarian), Jeanette Heath (Librarian), Janet Markley (Librarian)  
**General Public Present:** None

**CALL TO ORDER/DECLARATION OF QUORUM:** A quorum was present and President Burness called the meeting to order at 9:02am.

**READING/CORRECTION OF THE MINUTES** of the March 22, 2017 Board of Trustees Meeting. Marleila Springer moved to accept the March 22, 2017 Minutes as presented. Diane Nelson seconded the Motion and the motion was approved unanimously.

**BOARD MEMBERS DECLARATION OF CONFLICT OF INTEREST:** no conflicts of interest.

**CORRESPONDENCE:** none

**PUBLIC COMMENTS:** none

**FRIENDS OF THE LIBRARY REPORT:** The Crystal Lakes location for the free little library Crystal Lakes was discussed. The southern mail shed was suggested as a more accessible location. The Friends discussed relay shelf and book drop with Crystal Lakes staff and they seemed open to all ideas.

Friends Dinner – June 15<sup>th</sup> – Julie Burness won't be here, Creed Kidd will.

**STAFF REPORTS:**

- Darlene Kilpatrick – highlighted that the National Network of Libraries grant has been applied for again for speakers. She also is working on a hike on the Wolf Sanctuary land.
- Jeanette – highlighted teen conference information and that she is looking forward to implementing ideas. She also attended a QuickBooks seminar, met with Dana, and her next seminar will focus on financial reports.
- Janet – Highlighted that Ann McKay sent a mass email on behalf of the Friends of the Library using the contact list application. Janet created a bookmark promoting the Friends of the Library then the Friends made one as well.

**COMMITTEE REPORTS**

**A. Treasurer and Finance Committee:**

- a. Report on March finances – The Board reviewed finance reports. Edie Gause recommended the Board adopt the March reports with a few clarifications. The Board accepted the reports. The Board likes the new financial graphs presented by Jeanette.

**B. Policy Committee:**

- a. Deselection of Library Material- Angie Swindell moved to accept policy as written. Jane Wagner seconded the Motion and the Motion was approved unanimously.
- b. Policy on Public Notices – Angie Swindell moved to accept the Policy on Public Notices as written. Edie Gause seconded the Motion and the Motion was approved unanimously.
- c. Upcoming reviews for May are the Reconsideration of Materials policy, the Volunteer policy and the Social Media procedure.

**C. Long Range Planning:** No Report this month

**LIBRARY DIRECTOR'S REPORT:**

- Creed called Wayne's Well to check pump service schedule, but hasn't heard back. Any changes to the water system will need state water approvals. Vince Delise did a cistern for the POA so he could be a resource.
- The Library's summer hours of 9-6 go into effect in May.
- Creed presented the new Library logo presentation and the new website draft. Kieran (website designer) wants to add a Paypal link for donations. Jeanette mentioned that she recently learned about ADA compliance and

suggested that we tag photos so reader apps can read it. Marleila offered to help review website. Julie suggested a globe with LINK mission statement.

- The Under the Hammer bid includes additional oak shelves, replacing puppet theatre, maintenance on another space, and cutting concrete to fix water leak.
- Creed wants to meet with GVM to set up a book relay.

#### **UNFINISHED BUSINESS:**

- A. **August 11th dinner**—Edie Gause will co-chair and Jane Wagner volunteered to co-chair.
- B. **Review of Kathy Gaines’s remaining talking points** – In regards to selection of a Board member; Creed read about this topic and concluded we are doing things correctly. If county doesn’t approve a candidate within 60 days, we can approve them.
- C. **State library standards** will be discussed in the next meeting.

#### **NEW BUSINESS:**

- A. **Dissemination of information for Trustees, Staff and Public** – Creed would like Board members to let him know if anyone has issues finding information with current resources.
- B. **Summer hours/holiday hours** – Discussion regarding library hours on busy holidays as July 4<sup>th</sup>, Memorial and Labor Days. The Board and Creed agree those are crucial days to be open.
- C. Creed wants to create a **Resolution in support of federal funding for IMLS** (provides services such as AspenCat, courier, talking books), which is scheduled to be defunded completely. Edie Gause moved to write a Resolution in support of federal funding for the IMLS. Diane Nelson seconded the Motion and the Motion was approved unanimously.
- D. **Secretary position**– Angie Swindell needs to step down as Secretary. Marleila Springer volunteered to fill the role.

**ADJOURNMENT** – Julie Burness declared the meeting adjourned at 10:27am.

#### **Upcoming Meetings:**

Next Board Meeting: May 24, 2017 9:00am

Policy and Documents: May 24, 2017 8:30am

Finance: July 12, 2017, 1:00pm

Long Range Planning: April 26, 2017 10:00am

Respectfully submitted,

Angie Swindell  
May 2017