

Red Feather Mountain Library District
Board of Trustees Minutes
September 27, 2017, 9:00 am

A quorum was present, and the meeting was called to order at 9:04 am

Board Members Present: Julie Burness (President), Marleila Springer (Treasurer/Secretary), Zen Raczkowski (Vice President), and Lynn Wartgow,

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

General Public Present: Maureen Paque (Friends of the Library President) and LeAnn Reid (Board candidate)

Lynn Wartgow moved to approve the August minutes as presented and Zen Raczkowski seconded. Motion carries.

Correspondence: none

Public Comments: none

Friends of the Library Report and Discussion: Maureen Paque gave an update to the Board on The Friends of the Library (report attached). On October 6, at approximately 5:30 pm at the POA, the Friends of the Library will have a Board appreciation dinner. RSVPs are needed by September 29th.

Staff Reports:

Darlene Kilpatrick – Her report is attached. Darlene gave discussion on the events and items in her report.

Jeanette Heath – Her reports are attached. Jeanette gave an update on the programs she is maintaining, and their success. Trunk or Treat will be on October 28th this year, and volunteers are needed.

Janet Markley – Her report is attached. Janet gave an update on the activities she is assisting with.

Committee Reports:

Treasurer and Finance Committee Report -

Report on August Financials – Marleila Springer gave a summary of what happened at the September Finance Committee Meeting. Discussion was made about the August Financials, as presented by Jeanette Heath.

The Finance Committee invited all members to attend the next meeting, October 11 at 8:30 am, as John Stenzel will be present, and a review of the current status of the CFNC fund will be given.

Policy Committee – the Policy Committee discussed the following policies/procedures with the Board.

The Committee recommended all MOUs be approved. Lynn Wartgow moved to include the insurance information of the MOUs for our partner agencies. Zen seconded. Motion carries.

The Internet Access for Children Policy was discussed by the Board. Marleila Springer moved to accept the Policy as written, with no changes. Lynn Wartgow seconded. Motion carries.

At the next Policy committee meeting, the following will be reviewed: Employee Benefits Policy and Programming Policy.

Long Range Planning Committee – Julie Burness said the Long-Range Planning Committee meeting was held August 23, at 1:30 pm. The idea of an electronic sign outside the Library for activity announcements was tabled for the next meeting.

Director's Report, Creed Kidd – his report is attached. Creed Kidd discussed his report with the Board, and gave updates. Addendum to his report – update on looking for a replacement for the custodian position, as it has now become vacant immediately. Additionally, Creed is looking into having an IT audit conducted to ensure the Library's online security level.

Unfinished Business:

Capital Improvement progress – Creed Kidd gave an update to the Board on the status of the Library's capital improvement progress.

HUB Update – Darlene Kilpatrick gave an update to the Board on the Library's progress in becoming an emergency HUB center for the area in the event of a disaster.

AED revisited – Creed Kidd gave an update to the Board on the status of acquiring an AED for the Library to have on hand in case of an emergency. There will be training that will need to follow acquisition of the machine.

New Business:

CO State Library Standards – The Collections section was explained by Creed Kidd to the Board, and gave a comparison as to where the Library stands compared to other libraries in the state. For the next meeting, the Board will review the Community Engagement section, listed on COLibraryStandards.org.

Discussion of the resignation of Angie Swindell, Secretary. The Board will wait to obtain an official resignation letter from her to fill her position.

Update on the progress of the redesign of the Library's website – Creed Kidd gave the Board an update as to the status of the progress of the new site.

Adjournment at 11:19 am

Upcoming Committee Meetings:

Next Board Meeting: October 25, 2017 9:00 am

Policy and Documents: October 25, 2017 8:30 am

Finance: October 11, 2017, 8:30 am

Long Range Planning: TBD