

Red Feather Mountain Library District
Board of Trustees Minutes
April 24, 2019

A quorum was present, and the meeting was called to order at 9:10 am.

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

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

Reading/Minute corrections from March 27, 2019 meeting: Cyndi moved to approve the March minutes and Lori seconded. Motion carries.

Correspondence: none

Public Comments: none

Conflict of Interest: none

General Public Present: none

Friends of the Library Report and Discussion: none

Staff Reports:

Darlene Kilpatrick – Report attached. Darlene and Chris met with Volunteers of America, based out of Larimer County, on Monday, to discuss partnering with them in order to attract volunteers to the area, for example to help with transportation and accessibility issues.

Creed asked that the work with VOA was secular and not religious. Darlene was also given information about a new grant through the National Network Libraries of Medicine related to services available for the area.

Jeanette Heath – Report attached. Getting ready for the summer reading program. Check out of state park passes is up.

Janet Markley – Report attached. Making rain sticks for children's art program. Sandy is teaching her how to catalog items.

Committee Reports:

Treasurer and Finance Committee Report -

Report on January 11, 2019 Committee meeting: Lori reported the committee discussed looking into the electric bill with a question about why it was lower and found out that it was because of a rebate due to our new lights. Question came up about consulting fees paid to Alberts' water company. Creed will check with the state to see what the hold-up

is on approval for the wall spring system. He will also look into new possible vendors that we could use if we don't want to stay with Alberts. Richard Hopp's name was brought up

Jeanette reported that E- payments for auto pay were discussed and we need to have Creed sign off on the payments for oversight as we don't have invoices for all charges. Methods for oversight are being reviewed.

Policy Committee:

Report on Committee meeting: The Equal Opportunity section of the Employee Handbook will be addressed by the policy committee further and brought to the full board. The placement of a trifold brochure rack at the library was discussed and it will be the business/individual's responsibility to keep the brochures filled in. Slots will be available on a first come basis. Claudia moved to approve the policy for placement of business brochures on a trial basis for 6 months, second by Chris. Because of a potential conflict of interest, Zen, Chris, Lynn, Lori and Marleila abstained from voting. The board gave Creed permission to make an executive decision on this because of the potential conflict. Creed will move forward on this with a check-in in October.

On the policy Bylaws amendment, Claudia moved and Cyndi made a second to approve the changes in red made by Creed, see attached. Motion carried.

For the Stenzel Room use, Cyndi moved with a second by Chris to approve the policy that was submitted. Motion carried.

Long Range Planning Committee: Report on the April 16, 2019 discussion. Training for the HUB readiness and AED will be scheduled. For the strategic plan, the community will be involved with their feedback.

Director's Report, Creed Kidd – his report is attached. Creed is concerned about the loss of our 20 hour/week volunteer. Staff are meeting with the volunteer before she leaves to learn what she does and plan to step in. Question was raised about reaching out to the community for the need to find a volunteer to replace her, possibly using mail chimp for this. Darlene will post information about her tasks on the website.

Unfinished Business:

Building and Maintenance Updates: tile, water and Stenzel room. Water - still waiting for approval by the state.

EBSCO Solar Grant:

John Parker joined us with an update. PVREA and a representative from SandBox met last Friday. There is a huge difference in price between the types of batteries we are looking at, one or three phase batteries. There is also a charge for the service plan that John recommends we purchase. Right now, we need to get firm pricing on the batteries before we go to PVREA to move ahead. John asked the board if we would be willing to showcase our system for PVREA and use the library's name in advertising. We are still waiting to hear

the agreed upon rate PVREA will pay us for stored power. We also need a final cost on the batteries. We don't have a start date for the project yet. The board stated their appreciation to John for his work helping us.

Business brochures at the library: discussed above under Policy Committee.

New Business:

Strategic plan: Creed asked the board what questions they want to ask community members as we move forward with the strategic plan. Suggestions/questions should be thought about and brought to the next board meeting to be shared.

Crosswalks across 67J (Prairie Divide Road): There is discussion about creating a crosswalk and human coverage for directing traffic at the crosswalk.

Board resolution/Certificate of Appreciation to Library Volunteers Sandy Merritt and Ann Lee: Creed will create this.

Library 50th anniversary: Yeah!!! Time to think about a way to celebrate. Maybe tie this together with our outreach to the community as we look to gather information for our strategic plan.

Adjournment at 11:31 am.

Upcoming Committee Meetings:

Next Board Meeting: May 22, 2019, 9:00 am

Policy and Documents: May 22, 2019, 8:30 am

Finance: July 12, 2019, 9:00 am

Long Range Planning: May 21, 2019, 9:30 am

Respectfully submitted by: Lynn Wartgow, Secretary