

pRed Feather Mountain Library District
Board of Trustees Minutes
July 31, 2019

A quorum was present, and the meeting was called to order at 9:05 a.m.

Board Members Present: Zen Raczkowski (Vice President) Lynn Wartgow (Secretary), Lori Davis (Treasurer), and Claudia O'Neill.

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

Reading/Minute corrections from May 22, 2019 meeting: There was a request to change the word from "form to from" in line 5 of the minutes. Claudia moved to have the minutes approved with the correction made for the May 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: no report.

Staff Reports:

Darlene Kilpatrick – Report attached. She did not get the NLM grant that she had applied for. Loveland library staff have offered to come and discuss how they work to connect community patrons with resources. Adventure camp was a success with 18 participants joining in. A good way to get teens involved. August 10th there will be a presentation from the Denver Zoo.

Jeanette Heath – Report attached.

Janet Markley – Report attached. Reported a huge increase in the number of lost items. She is able to work on cataloging at home now and enjoys doing this without interruption.

Committee Reports:

Treasurer and Finance Committee Report:

Met on July 22nd. Auto payments with Amazon going well. Need to increase the budget for the volunteer dinner. Maintenance position may need to have additional hours to handle work load.

Policy Committee:

Report on July 31, 2019 committee meeting:
Review of the Employee Handbook revision

- Would like to recommend the Employee Handbook be approved with the changes implemented and with the one additional item under EEO to include the addition of “Sexual orientation” to this category for non-discrimination. Lori moved and Zen seconded this. Motion carried.
- Interlibrary Loan policy was presented without change for extension, Zen moved and Lori seconded, motion carried.
- A move was made by Lori to extend the trial period of the Public Notice Policy trial period to the July Board meeting. Second by Zen, motion carries.

Long Range Planning Committee:

Next meeting is scheduled for October 15, 2019.

Director’s Report, Creed Kidd – his report is attached. There has been no real difference in the amount of money being paid for the electric bill after they were installed.

New Business:

- Open board positions – 2 are currently open.
- Election of officers – Zen has kindly agreed to continue to act as Interim President of the Board.
- August Board/Friends Volunteer Dinner – The dinner is set for August 29th at the POA. We will be paying for half of the costs for this.

Unfinished Business:

- Election of officers. Table this until we have a full board.
- Building and Maintenance Updates: Most of this is covered in Creed’s report.
- NLM grant – community analysis. We did not get this grant.
- EBSCO Solar Grant: John Parker presented a report. See attached Pilot Demand Response Program Agreement. The bottom line is that the Library will receive \$110,000 over the 84 months of the agreement for purchased power. PVREA will grant the Library \$25,000 to support this initiative. PVREA has asked to upsize the battery system, at their cost, so that in case of emergency they could “island” the power source. Version A: we would have solar power and it wouldn’t cost us anything for electricity. Version B: We would buy batteries to store power and sell this back to PVREA at an additional cost of about \$100,000 for the batteries. Version C: PVREA would at their cost enlarge our battery and panel system to store more power. A representative from PVREA will be here in August.

- Larimer County Elections Box – Larimer county has asked about having a ballot box located at the library for drop off ballots. The camera and line would be the cost of the county. Lynn moved Claudia seconded that we allow Larimer County install the ballot box. Motion carried.

Adjournment at 11:02 a.m.

*An executive session was called by Zen at 11:06 to discuss the library maintenance position. The session was recorded. In the executive session the board voted to hire two individuals, at 6 hours a week each. Lynn moved with a second by Zen, motion carried. Executive session adjourned at 11:20 a.m.

Upcoming Committee Meetings:

Next Board Meeting: August 28, 2019, 9:00 am

Policy and Documents: August 28, 2019, 8:30 am

Finance: October 11, 2019, 9:00 am

Long Range Planning: October 15, 2019 at 9:30 am

Respectfully submitted by: Lynn Wartgow, Secretary