

**Red Feather Mountain Library District**  
Board of Trustees Minutes  
September 25, 2019

A quorum was present, and the meeting was called to order at 9:07 a.m.

Board Members Present: Lynn Wartgow (Secretary), Lori Davis (Treasurer), Claudia O'Neill and Kevin Snell.

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

Reading/Minutes corrections from August 28, 2019 meeting: Lori moved to have the minutes approved for the August meeting and Lynn seconded. Motion carries.

Correspondence: none

Public Comments: none

Conflict of Interest: none

General Public Present: Tom Sudduth and John Parker

Friends of the Library Report and Discussion: no report.

John Parker here to discuss the EBSCO grant and provide updates. USDA has a proposal out where they would provide some financial support for our solar project, he will look into this further to see if the Library qualifies. Additionally, representatives from Sandbox were present, A.J. Lyle and G.J. Pierman, to discuss their role in the solar project and the phases of the project. One concern raised was the unexpected increase in the price of steel needed for the car port structure. The posts will need to be set 5 feet down and may need to be blasted. Still trying to decide about how many panels to have on the ground and on the roof. Another question related to the type of fuel for the generator, propane or diesel fuel. We will need to talk with other local businesses about what type of fuel they use for their generators.

John Parker asked the Sandbox folks to communicate with PVREA today to confirm their part in the project, and we specifically requested dollar amounts for Plan A within the next 2 weeks from Sandbox.

**Staff Reports:**

Darlene Kilpatrick – Report attached. She also was present via phone for questions.

Jeanette Heath – Report attached. Is caught up on financials, as she hoped to be, before the budget process starts. We need to have a copy of the minutes stating that Marleila resigned and we need to appoint a different signer for banking purposes. Lynn made a motion that we remove Marleila from the bank as a signer and request that our Vice

President, Zen Raczkowski be added as one to sign checks, Claudia seconded. Motion carried.

Janet Markley – Report attached. 236 items added to the catalog last month.

#### Committee Reports:

##### Treasurer and Finance Committee Report:

Financial reports were shared. Jeanette discussed charges on the Debit card and stated that they are setting this up for automatic pay process.

##### Policy Committee:

The Policy Committee met this morning to review policies. These policies will be brought to the full board for a vote to approve. There was a suggestion to change the reimbursement rate for Open Records Policy. The Program Policy was also reviewed. Claudia moved to accept the Program Policy with a second by Kevin, motion carried. Claudia also motioned with a second by Kevin to approve the Open Records Policy with the stated changes, motion carried. Claudia moved with a second by Lori to accept the Internet Safety Policy, motion carried.

##### Long Range Planning Committee:

Next meeting is scheduled for October 15, 2019.

Director's Report, Creed Kidd – his report is attached.

#### New Business:

- Open board positions: Welcome to Kevin Snell, our new board member!
- Thank you, Tom Sudduth for wanting to come back on the board. Tom discussed his availability for meetings. Lori moved and Lynn made a second to bring Tom on as a board member, motion carried. Welcome Tom!

#### Unfinished Business:

- EBSCO grant – see above.
- 50<sup>th</sup> Anniversary Celebration – planning is under-way in conjunction with the Friends of the Library.
- Social services: Darlene is in Loveland at a training.

Adjournment at 10:58 a.m.

#### Upcoming Committee Meetings:

Next Board Meeting: October 23, 2019, 9:00 am

Policy and Documents: October 23, 2019, 8:30 am

Finance: October 21, 2019, 2:00 pm

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

Respectfully submitted by: Lynn Wartgow, Secretary