

**Red Feather Mountain Library District**  
Board of Trustees Minutes  
October 23, 2019

A quorum was present, and the meeting was called to order at 9:15 a.m.

Board Members Present: Zen Raczkowski (Vice President) Lynn Wartgow (Secretary), Lori Davis (Treasurer), Chris Charbonneau, Tom Sudduth, Kevin Snell and Claudia O'Neill.

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

Reading/Minutes corrections from September 23, 2019 meeting: Claudia moved to have the minutes approved for the September meeting as written and Chris seconded. Motion carries.

Correspondence: none

Public Comments: none

Conflict of Interest: none

General Public Present: John Parker, and two representatives from Sandbox, A.J. Lyle and G.J. Pierman.

Friends of the Library Report and Discussion: No report

EBSCO solar project discussion: A presentation from Sandbox Solar on the overview of the project was provided with questions following. Graphics provided showed where the solar panels would be located as well as project costs and project funding. The total cost to the library would be about \$125,000 with the balance supported by Sandbox, PVREA, a private financier, and possibly Tri State.

There was a question about if the library can be a part of an LLC. Sandbox has offered to meet with Creed, and our attorney to discover if this is legal. DOLA is another grant funding source that has expressed an interest in supporting this solar project. John and Darlene will look into this.

A suggestion was made to bring a copy of the contract for the solar project to the meeting with our lawyers too when discussing the legality of our being involved in an LLC.

A motion was made by Tom with a second by Chris to sign an Interconnection Study agreement between the library, Sandbox and PVREA. Motion carried.

**Staff Reports:**

Darlene Kilpatrick – Report attached. Discussion on questions and concerns about the fire was held. There will be a meeting of the County Commissioner on Thursday and many of the issues related to the fire will likely be addressed. Hopefully the library can get the word out to the public about this meeting.

Jeanette Heath – See report attached.

Janet Markley – See report attached.

#### Committee Reports:

##### Treasurer and Finance Committee Report:

- Financial report and discussion. Committee met earlier this week.
- Review of the October 21, 2019 Finance Committee meeting. Reviewed preliminary budget and there have been some changes to the budget.
- 2020 Budget is being developed

#### Policy Committee:

- Report of the October 23, 2019 Committee meeting

The Policy Committee met this morning to review the Open Records policies. A motion for how to handle requests for payment by those requesting records is being developed and sent to Creed for review. This will be brought to Policy Committee in December.

Creed's job description will increase to include that he is the custodian of the records for the library. Claudia moved that the full board accept this with a second by Kevin. Motion carried.

#### Long Range Planning Committee:

- Review of the October 21, 2019 Committee meeting. During this meeting there was a discussion of the recent fire and the library's response to patrons during this time period
- Lynn and Chris will review the current three-year plan prior to the next LRP meeting.

Director's Report, Creed Kidd – his report is attached. No questions were asked.

#### New Business:

- Welcome Tom Sudduth
- Succession review. Kevin moved that we ask the Policy Committee to review and respond to this, second by Claudia. Motion carried.

#### Unfinished Business:

- EBSCO Solar Grant: Sandbox management and John Parker (see above)

Adjournment at 11:30 a.m.

Upcoming Committee Meetings:

Next Board Meeting: December 11, 2019, 9:00 a.m.

Policy and Documents: December 11, 2019, 8:30 a.m.

Finance: November 15, 2019, 2:00 p.m.

Long Range Planning: October 31, 2019 at 11:00 a.m.

Respectfully submitted by: Lynn Wartgow, Secretary