

**Red Feather Mountain Library District**  
Board of Trustees Minutes  
April 22, 2020

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

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

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

Reading/Minutes corrections from meeting February 22, 2020 and April 1, 2020: Zen moved and Claudia seconded to have the minutes accepted as written for both meetings. Motion carries.

Correspondence: none

Public Comments: none

Conflict of Interest: none

General Public Present: none

Friends of the Library Report and Discussion: Email conversation from them to Creed mentioned their concern about fundraising concerns due to the Coronavirus. Chris brought up the possibility of creating grab bags that could be sold and Darlene suggested having book sales held outside during good weather. Creed will share these thoughts with Maureen Paque, FOL, President.

**Staff Reports:**

Darlene Kilpatrick – Report attached. The Food Pantry has been a huge success. Great job Darlene.

Jeanette Heath – Report attached. Doing a lot of cleaning at the Library and also sanitizing toys at home. Biggest concern is that donations will be down during this period in time and also county property taxes which may not be paid on time and car sales that are down may impact the money we get from the county.

Janet Markley – Report attached.

**Committee Reports:**

Treasurer and Finance Committee Report: Reports attached. Jeanette has no additional comments. Tom thought the graphics included in the reports were really helpful.

The Policy Committee met earlier this morning and decided to send certain policies to the full board for approval. See Policy Board Minutes for details specific to each Policy.

Lynn moved to accept the Open Records Policy increase in the amount charged, which is the full amount allowed by the state, second by Claudia, motion carried.

Lynn moved to accept the revised Mission and Vision Statement, second by Chris, motion carried. (As the Mission and Vision Statements are the heart of our organization, I am including these statements in this document also.) The new Mission Statement: *Red Feather Lakes Community Library provides resources and programming for learning, enrichment, thoughtful entertainment, development and growth – for all ages and all users. We're a Community partner and advocate; in all things – people come first.* The new Vision Statement: *Link: Linking you to the world, Inspiring ideas, Nurturing minds, Knowledge for life and to personify the Library's brand: COMMUNITY.*

For the Employee Benefits policy, Lynn moved with a second by Zen, that the full board accept the changes, motion carried.

Another policy reviewed adjusted the bylaws to allow the board to meet electronically. The motion to approve this was made by Lynn with a second by Zen, motion carried.

The final policy put to the full board related to deselection of library materials. Lynn moved to accept this policy as it was presented, second by Zen, motion carried.

Long Range Planning Committee: Met in March. Has not met since. Maximizing space and services was highlighted. To increase our space, it was discussed that sharing community space in partnership with community groups may be helpful. Also looking for stronger partnerships with local groups to co-provide programs.

Solar Project: Received documents by John Parker with the specifications for the solar project which will be submitted to our attorney for review.

Director's Report, Creed Kidd – his report is attached. He gave us a very helpful update on Library activities.

New Business:

- Library response to Covid-19: The Library is providing book service with books to be picked up by patrons outside.
- Library reopening: waiting to hear what the state and county feel is appropriate. Social distancing will have to be continued which will require space changes within the Library
- Darlene brought up an electronic donation option that could be helpful for the library called Donor Box, which has been used by the food pantry.

Unfinished Business:

- None

Adjournment at 9:52 a.m.

Upcoming Committee Meetings:

Next Board Meeting: May 22, 2020 @ 9:00 a.m.  
Policy and Documents: May 22, 2020 @ 8:30 a.m.  
Finance: TBD  
Long Range Planning: TBD  
Solar Project Committee: TBD

Meeting conducted by ZOOM.

Respectfully submitted by: Lynn Wartgow, Secretary