

Red Feather Mountain Library District

Board of Trustees Minutes - revised

February 24, 2021

A quorum was present for this meeting held via Zoom, and the meeting was called to order at 9:08 a.m.

Board Members Present: Claudia O'Neill, (Vice President), Lynn Wartgow (Secretary), Kevin Snell (Treasurer) and Tom Sudduth.

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

Four potential board candidates, Leonard "Spook" Tipton, J. Steven Richards, Bill Moxon and Sumukh Torgalkar were guests for this meeting.

Reading/Minutes corrections from the Board meeting on January 27, 2021: Creed asked that we correct Janet's name from Martin to Markley. Tom moved to have the minutes accepted as modified, Kevin made a second and the motion carried.

Correspondence: none

Public Comments: none

Conflict of Interest: none

Friends of the Library Report and Discussion: none

Staff Reports:

Darlene Kilpatrick – Report attached. Discussed trying to arrange transportation for those wanting Covid -19 vaccinations.

Jeanette Heath – Report attached. Brought up the issue of a camera being in place at the library and reported that she met with staff from other libraries to see how they handle this issue. This will be put on a Policy Committee Agenda for further report and discussion.

Janet Markley – See report attached.

Committee Reports:

Treasurer and Finance Committee Report: Meeting moved to March 5th. Kevin met with the bank and will discuss moving funds to another account to maximize interest paid.

The Policy Committee met earlier this morning, discussed the Strategic Planning process and reviewed the policy for Standards of Acceptable Behavior, as well as the policy for Stenzel Room Use and Program Policies. The full board was asked to approve the Standards of Acceptable Behavior, with paragraphs 4 and 6 being removed. Lynn moved and Kevin seconded to approve this, motion carried. A request was brought to the full board to either pass or continue reviewing the Library Computer, Internet Use and Wireless Access Policy.

Claudia moved with a second by Lynn to approve this policy as it was written and reviewed. Motion carried.

Long Range Planning (Strategic Planning) Committee: The committee met on February 9th and finalized questions to be used, and the format desired, to capture information from participants at the Food Pantry. Darlene is going to work on creating a way to use Google Docs to enter the responses. Tammie Miller has volunteered to help in this process. Darlene has started surveying participants last week. The committee also discussed questions to ask local community businesses and the format for this part of the process. Creed and staff are going to finalize this. We also talked about having Board members help in the gathering of information from local businesses.

Director's Report, Creed Kidd – his report is attached. Creed states that water project is more expensive than they thought it would be. Kevin moved and Tom seconded that we accept the bid on the water project. Motion carried.

New Business:

- Colorado/Federal pandemic optional/mandatory paid leave for all staff was reported on by Jeanette. This is in place until March. There was also a discussion of how to budget and pay for flex time of hourly employees.
- The 'new normal' for the Stenzel room was discussed. Currently it is being used for computers and we need to have a place for programs. Suggestion to keep the Stenzel Room for quiet use and then schedule the POA for programs. This will continue to be investigated.
- SIPA grant to evaluate network system was received and we will bring in a network consultant. Money may need to be put aside to pay for changes based on his recommendations.

Unfinished business:

- Water Project bid passed. See above.
- Search committee needs. The new board candidates each gave an introduction of themselves to the full board. The board will meet to discuss bringing on new board members
- Zen has been ill and Kevin moved, with a second by Lynn, that Claudia become acting president and be able to sign checks and documents as needed, motion carried. We wish Zen well and hope to see him back soon. Claudia moved with a second by Kevin to invite Sumukh Targalkar to become a Board member. Kevin moved with a second by Tom to invite Leonard Tipton to join the Board.

Adjournment at 10:44 a.m.

Upcoming Committee Meetings:

Next Board Meeting: March 24, 2021 @ 9:00 a.m.

Policy and Documents: March 24, 2021 @ 8:30 a.m.

Finance: March 5, 2021 10 AM

Long Range Planning: TBD

Respectfully submitted by: Lynn Wartgow, Secretary