

## Red Feather Mountain Library District

### Board of Trustees Minutes

January 27, 2021

A quorum was present for this meeting held via Zoom, and the meeting was called to order at 9:03 a.m.

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

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

Bill Moxon was a guest for a portion of the meeting. Tammie Miller, President of the Friends of the Library was also present.

Reading/Minutes corrections from the Board meeting on December 9, 2020: Kevin moved to have the minutes accepted as written, Claudia 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. Great work on the food pantry project.

Jeanette Heath – Report attached.

Janet Markley – See report attached. Nothing new to report.

#### Committee Reports:

Treasurer and Finance Committee Report: The proposed budget was approved and submitted. Zen asked about the status of interest being paid on accounts. Kevin is looking into this.

The Policy Committee met earlier this morning, discussed the Strategic Planning process and reviewed the policy for Standards of Acceptable Behavior. The committee discussed the quiet use of cell phones as part of the Library computer, internet use and wireless access policy, as well as having the library be a weapon-free zone at least for those weapons that are not concealed. Kevin will help us with the final wording. Janet said that at times she sends patrons to the children's area when they need to use their cell phones.

Long Range Planning (Strategic Planning) Committee: The committee met on January 26<sup>th</sup> and discussed how to reach underserved and what questions we could ask of them for the development of the strategic plan. Darlene is going to work on revising the questions and will

work to have one-on-one conversations with those at the food pantry to ask questions about the library and also give them information about library services. Our goal for the next meeting is to have our questions established for community businesses.

Director's Report, Creed Kidd – his report is attached. Creed states that we are in a running battle with Century Link about our bill related to ending our contract early.

#### New Business:

- A resolution of establishment of public meeting schedule for 2021 was reviewed. Kevin moved, Zen second, to adopt this, motion carried.
- Meeting calendar for 2021 was shared with some committee meeting dates that could be revised as the work of the committee dictated.
- Staff & volunteer inoculations and reaching toward normal: Staff and volunteers hopefully will be able to get vaccinated soon and then possibly increase library hours.
- Facility adjustment going forward: meetings to be held in the POA to keep the Stenzel Room open for computer use by patrons.
- Office services charges: Instead of handing over money physically, charges have been dropped and patrons are able to place donations in the Friends of the Library jar.

#### Unfinished business:

- Review of water project status and options: Jack from Innovative Water Systems met with Creed and Darlene to discuss water flow rates. The problem is that we run out of water over busy use times. Jack had a suggestion to install a new "finish" water tank in the existing water room.
- We have openings for two committee board positions. One person submitted his stated interest and the board needs to meet with this person.

Adjournment at 9:52 a.m.

#### Upcoming Committee Meetings:

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

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

Finance: February 19, 2001

Long Range Planning: TBD

Respectfully submitted by: Lynn Wartgow, Secretary