

Red Feather Mountain Library District Board of Trustees

Meeting MINUTES - March 20, 2024, 12:30 PM

Red Feather Community Library Stenzel Room and Zoom

- I. Call to order: Jackie Scheuerman called the meeting to order at 1:05pm.
- II. Determination of a quorum
 - Trustees Present: President Jackie Scheuerman
 - Vice President Ross Reid
 - Treasurer Julie Sauter
 - Secretary Leo Tipton
 - Trustee Bill Grindle
 - Trustee Patrice Diem
- Library Staff Present: Director - Creed Kidd, Jena Paonessa, Darlene Kilpatrick, Janet Markley
- III. Approval of the February 21, 2024, Minutes: **Motion made by Patrice Diem and seconded by Ross Reid to approve the amended February 21, 2024 Board Meeting Minutes. Motion passed unanimously.**
- IV. Board of Trustees Correspondence - None
- V. Public Comments (limited to 5 minutes each, no more than four speakers) - None
- VI. Friends of the Library Report - None
- VII. Librarian Reports:
 - A. Programming Librarian: Darlene Kilpatrick - applying for Bohemian Grant & Emergency Food and Shelter Grant; Bunny Day March 30th; candidate needed - 55 yrs. or older at 125% of poverty guidelines for paid help to library
 - B. Circulation Librarian: Janet Markley - large print material popular; use of MailChimp emails due to Google limitations
 - C. Public Service Librarian: Peggy Wuenstel - planning a class on how to download books
- VIII. Committee reports:
 - A. Treasurer and Finance Committee Report: Julie and Jena - Savings account - \$150,760; CSIP - \$584,440; Checking account -\$11,600; ordered Think Tanks (pods) \$36,214 ordered; 1st Quarter taxes due
 - B. Policy Committee: See XI. New Business - F
- IX. Director's Report - Thank you to Bob Getz for snow shoveling; preparation for 3D printer use
- X. Unfinished Business:
 - A. Updates on the CFNC and investment funds: Jackie & Julie - seeking revision of MOU to allow John Stenzel to approve purchases via the library director/Board; CFNC charges a handling fee for account management; Julie Sauter will contact CFNC to clarify process of purchase approval; CreedKidd will find the old MOU with CFNC.
 - B. Follow-up on Anna Szczepanski's board presentation in September 2023 - will adopt Ground Rules for Board Communication at April meeting; Patrice Diem will revise.

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- C. SB24-049 Content of Material in Libraries (bill before the CO legislature) - died in committee; legislature working on open records act, open carry of firearms, and tax equity revisions; remind staff of concealed weapon procedure (CLiC training)
- D. Webpage ADA accessibility: Bill Grindle/Darlene Kilpatrick will call CLiC for training with ReciteMe software; Darlene Kilpatrick will contact Babi Hammond for training on website hardening

XI. New Business:

- A. Library cybersecurity: Sumukh Torgalkar offering staff training; VPN software used; SEE February 12, 2024 document link for Board discussion of cybersecurity https://redfeather.colibraries.org/wp-content/uploads/2024/02/CSD-Pool-Cybersecurity-Review-and-Discussion_20240221-1.pdf; concerns over phishing; 30 day limits for staff before files are copied to external portable drives
- B. Telephone conversation with John Stenzel per the CFNC library endowment
- C. Resolution approving the 2023-year exemption from audit: **Motion made by Patrice Diem and seconded by Bill Grindle to approve and sign the 2023 year Exemption from Audit. Motion passed unanimously.**
- D. Secretary position: **Motion made by Bill Grindle and seconded by Ross Reid to accept the resignation of Leo Tipton as Board secretary. Motion passed unani;mously.**
- E. Request change to monthly Board Meeting Schedule reflecting 10:30am Policy and 11:00am Board Meeting; Jackie Scheuerman will follow up with Bill Moxon
- F. MOU from State Library: **Motion made by Patrice Diem and seconded by Jackie Scheuerman to approve the MOU with the State Library for Website Creation and Hosting Services. Motion passed unanimously.**

XII. Next Policy and Documents: April 17, 2024, Tentatively 10:30am

Next Board meeting: April 17, 2024, Tentatively 11;00am

Next Finance: (incorporated within the general board meeting)

XIII. Adjournment: **Motion made by Jackie Scheuerman and seconded by Ross Reid to adjourn the March 20, 2024 Board Meeting at 2:45pm. Motion passed unanimously.**