

Red Feather Mountain Library District Board of Trustees Meeting Minutes

November 11, 2025, 12 PM

Meeting at the Red Feather Community Library and by Virtual Zoom attendance

- I. Call to Order: Vice-President Bill Grindle called the November Trustee Meeting to order at 12:11pm.
- II. Determination of a Quorum: In attendance - Leonard Tipton, Annie Scott, Ross Reid, Julie Sauter, Patrice Diem, Bill Grindle, Darlene Kilpatrick, Creed Kidd, Jena Paonessa.
- III. Reading/Correction of the Minutes of the September 9, 2025, Board of Trustees meeting with brief addendum for the October 14 meeting discussion.

Motion made by Patrice Diem and seconded by Leonard Tipton to approve the September 9, 2025 minutes as presented. Motion passed.

Motion made by Patrice Diem and seconded by Leonard Tipton to approve the October 14, 2025 minutes as presented. Motion passed.

- IV. Correspondence: none
- V. Public Comments: none
- VI. Friends of the Library Report: none
- VII. Finance Reports: Julie Sauter and Jena Paonessa reported that the Savings Account is currently at \$14,191.88; the liquid CSIP is \$109,057.73 earning an average of 4.19%; combined checking accounts have \$22,239.91; \$100,000 is locked up in CSIP Investment until 12/12/25 and will automatically move into the liquid CSIP account.

Motion made by Patrice Diem and seconded by Bill Grindle to transfer \$55,000 from the liquid CSIP account to the First Bank Savings account for operating expenses until the end of 2025. Motion passed.

- VIII. Public Service Librarians Reports:
 - A. Programming Librarian - Darlene Kilpatrick shared that the North 40Mt. Alliance Food Bank received \$5,000 from the Larimer Food Bank and \$15,000 from the Colorado Blueprint Grant; the Halloween Program, our biggest event, was successful as we tried to integrate the east and west areas of the village; November 24 - UHealth offering a clinic and vaccine event at Chapel in the Pines
 - B. Circulation Librarian - Janet Markley prepared a report for November
- IX. Committee reports: Policy Committee
 - A. Standards of Acceptable Behavior - ***Motion made by Patrice Diem and seconded by Annie Scott to approve the revised Standards of Acceptable Behavior Policy. Motion passed.***
 - B. CFNC MOU - ***Motion made by Patrice Diem and seconded by Julie Sauter to***

approve the Memorandum of Understanding for the CNFC Endowment and forward it to the Friends of the Red Feather Community Library for their approval. Motion passed.

C. Educational Opportunities in 2026 Health and Benefits Policy - *Motion made by Patrice Diem and seconded by Leonard Tipton to approve the Educational Opportunities paragraph, as presented, and add it to the 2026 Health and Benefits Policy and Employee Handbook. Motion passed.*

X. Director's Report: Director Creed Kidd shared the focus for the library is circulation, facilities, programming, and customer service and reported collecting feedback regularly to become better; encouraged the Board to view the documentary "The Librarians"; contracted for snowplowing of parking lot, walkways, and POA by 9-10 in the morning; shared that five security cameras will be installed by the end of November

XI. Unfinished Business: none

XII. New Business:

A. 2026 budget - Jena Paonessa updated the payroll expense items in the budget to reflect higher rates in taxes and PERA; 401k, sick pay and flex time have also been adjusted for 2026 wage; the Board agreed to meet November 18 to finish the annual budget preparation

XIII. Next Policy and Documents: December 9, 2025, 11am

XIV. Next Board meeting: November 18, 2025, 11pm

XV. Public 2026 budget hearing: December 9, 2025, 12:30pm

XVI. Next Finance: (incorporated within the general board meeting)

XVII. Adjournment: *Motion made by Patrice Diem and seconded by Leonard Tipton to adjourn the Trustee meeting at 2:25pm. Motion passed.*