

BOARD OF TRUSTEES MEETING

Monday, December 14, 2015, 6:30pm Estes Valley Library / Wasson Room

President Plaut called the meeting to order at 6:30 pm on Monday, December 14, 2015 in the Wasson Room at the Estes Valley Library. The following were present:

TRUSTEES: Peter Plaut, President; Sharon Poggenpohl, Vice-president; Marjorie Hancock, Secretary; Don Bryson, Treasurer; Debra Dullaghan; Kaye Orten, and Kirsten Hardin via telephone

STAFF: Claudine Perrault, Kieran Rowser

FRIENDS & FOUNDATION LIAISON: John Krueger, President

GUESTS: Keith Berndtson, Bill Gerritz

Public Comments: Berndtson: Comparing the 2006 budget and the 2016 budget, book purchases are frozen. The difference is the 2016 budget is twice that of the 2006 budget. Concerning statements that the library “buys what the people want.” Libraries don’t operate that way.

Consent Agenda

1. Board of Trustees meeting Minutes: November 16, 2015

2. Income & Expense report: November 30, 2015 Year-To-Date

Poggenpohl moved, and Orten seconded a motion to accept the Consent Agenda with correction to the minutes. Ayes all. **(15-27)**

Strategic Discussion & Reports

Gov’t Affairs – President Peter Plaut

Plaut reported that the Town and the County have approved John Krueger and Bill Gerritz as new Board members in 2016. Poggenpohl expressed regret that John Krueger had not been accepted as a member of the Downtown Development Board. The Library will find other ways to stay connected with this project.

Friends & Foundation Report: Krueger:

Krueger reported there was a net income of \$26,600 in the General Fund. \$4400 had been taken in in the Holiday Book Sale. The F&F Board is considering raising prices of books to better cover sales tax. The Board is also working on an improved point of sale system, which would include sales tax. Colorado Gives collected \$5650. Thanks to all that participated.

Director’s Report: Perrault

No questions or comments.

Action Item

Finance Committee: 2016 Budget Approval – Treasurer Bryson

2016 Resolution to Adopt the Budget

Poggenpohl moved, and Hancock seconded a motion to approve the Resolution to Adopt the 2016 Budget. Ayes all, following discussion. **(15-28)**

Discussion: Perrault reported that the budget was prepared to meet the Strategic Plan and adhere to the 10-year Financial Plan. Approximately 2/3 of expenditures are Services, while approximately 1/3 of expenditures are Support. A peer review

of salaries was done to ensure staff is receiving competitive salaries. Bryson stated that he's happy with the library's surplus of funds to cover the 10-year financial Plan and hopes it continues.

In response to a question by Poggenpohl regarding what percentage of peer libraries have Friends and/or Foundations, Perrault stated that she would do some research. The Estes Valley Library's endowment is relatively large, but it may be interesting to compare it to libraries of similar size. Poggenpohl responded that having a sizeable endowment would be a good public relations opportunity: It'd be good for the public to know how well supported the library is. *Action: Staff to research endowment sums among Colorado public libraries.*"

Poggenpohl asked about the Teen Program in 2016, stating it deserves attention in 2016. Perrault responded that teen programs will be contracted out in 2016, that, after the program began mid-2014, "We're getting data on what the public wants."

2016 Resolution to Set Mill Levy

Dullaghan moved, and Orten seconded a motion to Set the Mill Levy for the 2016 Budget. Ayes all. **(15-29)**

2016 Resolution to Appropriate Sums of Money

Orten moved, and Hancock seconded a motion to Appropriate Sums of Money for the 2016 Budget. Ayes all. **(15-30)**

Policy Committee – Approve Circulation Policy set - Dullaghan

- Card Eligibility
- Fee
- Interlibrary Loan
- Loan Periods, Renewals & Requests

Bryson moved, and Dullaghan seconded a motion to approve the Circulation Policy set. Ayes all. **(15-31)**

Executive Session – Personnel Matter: evaluation and contract of Library Director Claudine Perrault – President Plaut

Plaut moved, and Bryson seconded a motion to adjourn for Executive Session. Ayes all. **(15-32)**

Executive Session convened at 7:35 pm, with all Board members attending.

Executive Session adjourned at 8:25 pm.

Open Board meeting reconvened at 8:35 pm.

Comments: "You can stay!" The Board is overall pleased with Perrault's performance. There are areas to discuss for probable growth, but no negatives. Perrault is a "model of library Directors." Contract agreement is the same terms as the previous contract, except that Perrault's salary is increased to \$80,000, with vacation extended to 21 days per year.

Plaut moved, and the entire Board seconded a motion to renew Perrault's contract for 4 years, with \$80,000 annual salary, 21 days vacation; otherwise same terms as previous contract. **(15-33)**

Upcoming Meetings –

- Regular Board Meeting: Monday, January 18, 2016

Other Events

- Library Closed – Christmas Eve and Day, December 24 - 25, 2015
- Library Closed – New Year's Eve @ 5pm, December 31, 2015 – January 1, 2016

Adjourned at 8:50pm

Respectfully submitted,
Marjorie Hancock, Board Secretary
Minutes prepared by Kieran Rowser

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

Resolutions from December 14, 2015

(15-27) Poggenpohl moved, and Orten seconded a motion to accept the December Consent Agenda with correction to the minutes. Ayes all.

(15-28) Poggenpohl moved, and Hancock seconded a motion to approve the Resolution to Adopt the 2016 Budget. Ayes all.

(15-29) Dullaghan moved, and Orten seconded a motion to approve a Resolution to Set the Mill Levy for the 2016 Budget. Ayes all.

(15-30) Orten moved, and Hancock seconded a motion to Appropriate Sums of Money for the 2016 Budget. Ayes all.

(15-31) Bryson moved, and Dullaghan seconded a motion to approve the Circulation Policy set. Ayes all.

(15-32) Plaut moved, and Bryson seconded a motion to adjourn for Executive Session. Ayes all.

(15-33) Plaut moved, and the entire Board seconded a motion to renew Perrault's contract for 4 years, with \$80,000 annual salary, 21 days vacation; otherwise same terms as previous contract.

Peter Plaut, President
Estes Valley Public Library District
Board of Trustees

Marjorie Hancock, Secretary
Estes Valley Public Library District
Board of Trustees