

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, June 15, 2020 at 6:30pm

Estes Valley Library / Virtual Zoom Room / Live Streaming on YouTube

Call to Order / Welcome – John Krueger, President

The Board President, John Krueger, called the meeting to order at 6:36pm on Monday June 15, 2020. The following were present:

TRUSTEES: John Krueger, President; David Hemphill, Treasurer; Bill Gerritz, Secretary; Liz Zornes, Vice-President; Ann Coleman; Beth Ellis, Kay Weston

FRIENDS & FOUNDATION LIAISON: Ann Finley, President; Sarah Walsh, Executive Director

PRESENTER: Jim Hinkle of Hinkle & Co

STAFF: Peggy Moore; Claudine Perrault; Mark Riffle; Cindy Seckman; Joanna Stensland

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: May 18, 2020
2. Income & Expense reports: May 31, 2020 YTD
3. Study Session: Review 10 Yr. Financial Plan June 4, 2020

Zornes moved and Coleman seconded a motion to accept the June Consent Agenda. *Beth Ellis* will be replaced by *Bill Gerritz* on the May minutes as the Secretary. **Ayes all. (20-09)**

Action Items

- Finance Committee - David Hemphill
 - Receive the 2019 Audited Financial statement

Jim Hinkle of Hinkle & Co gave an overview of the audit and audit process. Hinkle and Co gave an unmodified and clean audit opinion. There were no significant deficiencies in internal controls. Mr. Hinkle thanked Cindy Seckman for her efforts and for providing everything that was requested. Mr. Hinkle reported no issues during the audit process.

The Board thanked Hinkle & Co and Cindy Seckman for their work on the audit.

Hemphill moved and Coleman seconded a motion to receive the 2019 Audited financial Statements as prepared by Hinkle and Co. **Ayes all. (20-10)**

- Policy Committee - Bill Gerritz
 - Approve the combined Internet Policy

Gerritz moved and Hemphill seconded a motion to approve the

combined Internet policy. The Internet use policy and Internet filtering policy were combined. There were no changes on the use policy and small changes on the filtering policy. **Ayes all. (20-11)**

Strategic Discussion & Reports

- Gov't Affairs - Krueger: Updated Work Plan
 - In August, the 2nd term of Coleman and the first term of Hemphill are coming to an end. A committee will be appointed to make nominations for these positions.
 - CALCON will be a virtual conference this year. Cindy Seckman has updated Trustee memberships.
 - Krueger reminded Trustees to record their volunteer hours.
- Finance Committee – Hemphill: Revised 10 Yr. Plan
 - Hemphill reviewed a third 10 year plan possibility which was based on a 15% reduction in revenue and a 2% increase in expenditure. The Finance Committee will give all recommendations for updates to the Finance Policy to the Admin Team at the end of the year..
 - The 2021 budget review process begins August: The August Study Session to have 3 staff-generated scenarios (Best, Worst and Probable Cases). **ACTION:** Krueger asked Trustees to be ready to give direction to the Library Director and staff at the August Regular Board meeting.

- Library Director - Perrault: Annual Report Update

Perrault thanked Stensland and Seckman for their work on introducing paperless HR forms. Perrault informed the Board that Karen Randinitis was selected as Interim P&O Supervisor (June 6-Dec 31). Perrault also highlighted the partnership of the Library and Restorative Justice. Gerritz complemented the library and Restorative Justice on their efforts in the direction of civil dialogue. Perrault reviewed the reopening plan starting with a volunteer preview on 6/16 and general public opening on 6/17.

- Friends & Foundation - Finley: Budget Review per MOU

Sarah Walsh, Executive Director of the Friends & Foundation, gave a budget review and report on Cliffhanger activities and status.

Upcoming Trustee Meetings

1. Board Study Session: 2021 Budget - Best, Worst and Probable Case scenarios. Thursday, August 6, 2020, 6:30p
STAFF ACTION: Perrault will email the Zoom link of future meetings to trustees.
2. Regular Board Meeting: Monday, August 17, 2020, 6:30p

Other Events:

- Friends & Foundation Board meeting: Monday, June 22, 2-4p
- Library Closed: Independence Day - Saturday, July 4, 2020

Adjourn: The President adjourned the meeting at 7:34 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Bill Gerritz, Secretary

[attachments]

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

Resolutions from June 15, 2020

Zornes moved and Coleman seconded a motion to accept the June Consent Agenda.
Ayes all. **(20-09)**

Hemphill moved and Coleman seconded a motion to receive the 2019 Audited financial
Statements as prepared by Hinkle and Co. Ayes all. **(20-10)**

Gerritz moved and Hemphill seconded a motion to approve the combined Internet policy.
Ayes all. **(20-11)**

John Krueger, President
Estes Valley Public Library District
Board of Trustees

Bill Gerritz, Board Secretary
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