

**Estes Valley Public Library District**  
**BOARD OF TRUSTEES MEETING MINUTES**

Monday, April 19, 2021 at 6:30pm

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

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**Call to Order / Welcome – John Krueger, President**

Board President John Krueger called the meeting to order at 6:30 pm. The following were present:

**TRUSTEES:** John Krueger, President; Lynn Lawson, Vice-President; David Hemphill, Treasurer; Peter Johnson, Secretary; Beth Ellis; Kay Weston; Bill Gerritz (Advisor)

**FRIENDS & FOUNDATION LIAISON:** Ann Finley; Susan Miller

**STAFF:** Claudine Perrault; Chase Chauffe; Cindy Seckman

Public Comments: None

**Consent Agenda**

1. Board of Trustees meeting Minutes: February 16, 2021
2. Income & Expense reports: February 28 & March 31, 2021 YTD
3. Income & Expense report: 2020 13th month - Final
4. March 4 & April 1, 2021 Study Sessions: EDI discussion & Annual Collection Report, respectively

**Johnson moved and Hemphill seconded a motion to approve the April Consent Agenda. Ayes all (21-08)**

**Strategic Discussion & Reports**

- Gov't Affairs – Krueger
  - Board statement for Webpage  
A new joint statement was presented, as drawn up by the Government Affairs Committee, which expresses the diversity in backgrounds and in perspectives of Board members.  
STAFF ACTION: post the joint statement on the Library website.
- Finance Committee – Hemphill
  - 2020 13th month Income & Expense final  
The 13th month was completed in-house for the first time and as per policy, the surplus was appropriately transferred to long term reserves. The entire COVID relief grant has been received. There was an increase in donation income and a slight increase in expenditure. The excess was transferred to long-term reserves.
  - Preparations for 10 yr. Financial Plan  
The May Study Session will look at the 10-year Financial Plan and some of its logistics, assumptions and requirements. Input from trustees and the Friends & Foundation is welcome. The Finance Committee proposes starting a narrative of the plan and only a single version.

- Library Director Report – Perrault
  - 1<sup>st</sup> Quarter 2021 strategic report  
As some of the performance measures go beyond 2021 so some objectives won't be accomplished this year. Many of the goals are ambitious. The Board will support staff in these.  
STAFF ACTION: The Library's partnership programs with Restorative Justice will be included in the next Quarterly report.  
This week there will be two bilingual job postings online where Spanish will be required. Trustees & liaisons were asked to let Perrault know if they knew any potential applicants.
  - COVID-19 actions update  
There were many national, state and county efforts to get librarians vaccinated early which didn't come to fruition. However, staff were able to get vaccinated under the Governmental Workers group. All staff who chose to be vaccinated, will be fully vaccinated by May 15. Staff is preparing to return to work in the building by June 1st depending on current county restrictions.
  - Update of data reporting  
Going forward, the Dashboard will be presented annually instead of monthly. The Quarterly Strategic Report will be presented in the format of the current 1st Quarter Report. The Board appreciates the efforts to make the best use of staff's time.
- Friends & Foundation – Finley  
The Library Friends & Foundation President, Ann Finley, gave an update on recent activities at the Friends & Foundation.

### Action Items

- Policy Committee - Johnson
  - Collections Policy set: Collection Development policy, Intellectual Freedom & Reconsideration policy, and Purchasing Guidelines for Authors  
**Johnson moved to approve the above policies as presented with no revisions. Hemphill seconded. Ayes all (21-09)**

Krueger reminded trustees of the opportunity to attend the staff Unconscious Bias training.

### Upcoming Meetings (Zoom until further notice)

1. Friends & Foundation Board meeting: Monday, April 26, 2021, 2p
2. Board of Trustees Study Session: 10-Year Financial Plan, presented by Finance Committee. Thursday, May 6, 2021, 6:30pm
3. Regular Meeting of the Board of Trustees: Monday, May 19, 2021 6:30p

### Adjourn

Krueger adjourned the meeting at 7:17 pm.

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

Resolutions from April 19, 2021

Johnson moved and Hemphill seconded a motion to approve the April Consent Agenda.  
**Ayes all (21-08)**

Johnson moved to approve the above policies as presented with no revisions. Hemphill seconded. **Ayes all (21-09)**

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

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**Peter Johnson, Secretary**  
Estes Valley Public Library District  
Board of Trustees