

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, June 21, 2021 at 6:30pm
Estes Valley Library / Hondius Room

Call to Order / Welcome – John Krueger, President

Board President John Krueger called the meeting to order at 6:34 pm. The following were present:

TRUSTEES: John Krueger, President; Lynn Lawson, Vice-President; David Hemphill, Treasurer; Peter Johnson, Secretary; Kay Weston

ABSENT: Beth Ellis

FRIENDS & FOUNDATION LIAISON: Susan Miller

STAFF: Claudine Perrault; Cindy Seckman; Joanna Stensland

GUEST PRESENTER: Auditor Uli Keeley, Prospective Business Solutions (PBS)

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: April 19, 2021
2. Study Session: 10-year Financial Plan discussion; May 6, 2021
3. Income & Expense reports: April & May 2021 YTD
4. Study Session: Compensation Study Discussion: June 3, 2021

Johnson moved and Weston seconded a motion to approve the June Consent Agenda. Ayes all (21-10)

Guest Presentations

- 2020 Audited Library Financial Report - Auditor Uli Keeley, PBS
Ms. Keeley thanked the staff for their help with the audit. A clean opinion was issued. There were a handful of recommendations for the internal controls. Ms. Keeley highlighted some items in the Budget to Actual Report and the Balance Sheet.

Hemphill reported that some of the recommendations are already being put into place and that the audit has been filed with the State by our Accountant.

There was some discussion on limiting the Reserves and the need to plan for their use. This subject will be discussed in more depth at a later point.

Action Items

- Formally accept Bill Gerritz resignation from the Board of Trustees
On May 13 Gerritz notified the Board of his resignation as a Board advisor. There will likely be a nominating committee in August to fill in the vacant position.

- Finance Committee - Treasurer Hemphill
 - Accept 2020 Audited Financial Statements

Hemphill moved and Johnson seconded a motion to accept the 2020 Audited Financial Statements. Ayes all (21-11)

Strategic Discussion & Reports

- Gov't Affairs – Krueger

Krueger clarified some of the history and goals of the Finance Policy and reminded the Trustees that the purpose of the Reserve was to cover operating expenses in the future if needed.

 - Initiative 27, Senate Bill 293

There was some discussion on changes in property tax assessment rates outlined in the Senate Bill 293. There will be ramifications on the Library budget in 2023 and 2024.

STAFF ACTION: Staff will research the difference between residential versus non-residential rates and will estimate the specific impact on the Library budget.

The suggestion was made to form an informal discussion on this subject at CALCON.

STAFF ACTION: Perrault will check in with the Colorado Association of Libraries legislative committee for further information.

Krueger reported on the previous month's brainstorming meeting with a handful of staff and representatives from the Friends & Foundation, on 2022 fundraising.

- Finance Committee – Hemphill
 - 10 yr. Financial Plan Update

The Senate Bill will affect the 10-year Plan so further research is needed before finalizing it. Action Point: The Finance Committee will have a draft version of the 10-Year Plan prepared by August.
- Library Director Report – Perrault

Perrault highlighted that the library is still in the hiring process to fill vacant positions, posting nationally for frontline jobs. The second floor will reopen on July 6 with expanded hours, although we will not yet entirely be back to pre-pandemic hours. If asked why we are not back to pre-pandemic hours, trustees can emphasize that we are still down by a third of our staff. Perrault explained the new paid parking system in the Town-owned lot. Patron Services is taking patron comments on parking which are being passed on to the Town.
- Friends & Foundation – Miller

The Library Friends & Foundation Vice-President, Susan Miller, gave an update on recent activities of the Friends & Foundation and the Cliffhanger bookstore

Trustees were asked to inform Perrault of any absences or to mark them on the Trustee calendar.

Upcoming Trustee Meetings *(there are no July meetings)*

1. Board of Trustees Study Session: Thursday August 5, 2021, 6:30p
2. Regular Meeting of the Board of Trustees: Monday, August 16, 2021 6:30p

Other Events

- Friends & Foundation Board meeting: Monday, June 28,2021
- **Library Closed**: Monday, July 5, 2021 in recognition of Independence Day

Adjourn

Krueger adjourned the meeting at 7:40 pm.

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

Resolutions from June 21, 2021

Johnson moved and Weston seconded a motion to approve the June Consent Agenda.
Ayes all (21-10)

Hemphill moved and Johnson seconded a motion to accept the 2020 Audited Financial Statements. **Ayes all (21-11)**

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

Peter Johnson, Secretary
Estes Valley Public Library District
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