

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES
Monday, August 16, 2021 at 6:30pm
Estes Valley Library / Hondius Room & Zoom

Call to Order / Welcome – John Krueger, President

Board President John Krueger called the meeting to order at 6:32 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: Sarah Walsh

STAFF: Claudine Perrault; Cindy Seckman; Joanna Stensland

PUBLIC: Keith Berndston

Perrault thanked everyone for their willingness to try the hybrid meeting model with in-person and Zoom options for trustees.

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: June 21, 2021
2. Income & Expense reports: June & July 2021 YTD

Lawson moved and Johnson seconded a motion to approve the August Consent Agenda. Ayes all (21-12)

Strategic Discussion & Reports

- Gov't Affairs – Krueger
 - The President reminded trustees of the upcoming CAL conference September 9-11 in Westminster.
 - The 10-Year Financial Plan will be the subject of the September 2 Study Session.
- Finance Committee – Hemphill
 - Review process/timeline for 2021 budget planning
 - The Admin Report referenced a spreadsheet with a live link but a hardcopy was missing from the packet.
 - *Staff Action:* The spreadsheet will be part of the September board packet.
 - Hemphill reviewed the budget timeline and described the process by which staff are submitting their strategic budget requests.
- Library Director Report – Perrault
 - 2nd Quarter 2021 Strategic Report
 - This report is a condensed version of the previous strategic report and is focused only on the specific objectives for 2021. Krueger suggested that expectations be modified because of reduced staffing.

Perrault replied to questions on circulation and door count numbers. The Board will receive more detail at the end of the year.

There will be discussion of the Senate Bill 293 at the Study Session on September 2nd.

- Friends & Foundation

Sarah Walsh thanked everyone who came to Cliffhanger for the dollar sale and gave a report on summer sales. Walsh asked trustees to RSVP to the invitation to the annual membership meeting on October 1st. She also updated the trustees on the status of prospective new F&F Board members. Lawson will attend the next F&F Board meeting.

The President thanked Walsh for attending.

Action Items

- Gov't Affairs Committee - Krueger & Lawson

- Appoint Trustee Nominating Task Force - Lawson & Hemphill

Krueger moved and Johnson seconded a motion to approve the appointment of Lawson and Hemphill to the Trustee Nominating Task Force.

Ellis wishes to continue as trustee as far as her Eagle Rock duties allow. There is an opening for one new trustee who will replace Bill Gerritz and would be assigned a committee position. **Ayes all (21-13)**

- Policy Committee - Johnson & Ellis

- Approve management Policy set: Closing & Emergency Decisions; Confidentiality of Library Records; Code of Professional Ethics; Open Records Request; Public Relations and Whistleblower..

Johnson moved and Hemphill seconded a motion to approve the Management Policy set.

Johnson reviewed the edits to the policies. *STAFF ACTION:* Staff will hereafter include the suggested edits in trustee copies of policies and will consider omitting procedural language in future revisions to the Open Records Request policy.

The suggestion was made to strike the sentence starting "With thanks to..." in the Code of Professional Ethics policy and add the adoption date to the last paragraph. **The motion was amended with the edit to the Code of Professional Ethics policy. Ayes all (21-14)**

The Board thanked staff for their work on the policies. Krueger reminded trustees to keep the Google Trustee calendar up-to-date with absences.

Upcoming Trustee Meetings

1. Friends & Foundation Board meeting: Monday, August 23, 2021, 2p (Zoom)
2. Board of Trustees Study Session: Thursday, September 2, 2021, 6:30p.
The meeting will again be in hybrid format.
3. Regular Meeting of the Board of Trustees: Monday, September 20, 2021 6:30p (Location TBA)

Other Events

- **Library Closed**: Labor Day - Monday, September 6, 2021
- **CO Association of Libraries Annual Conference**: Westminster Westin Hotel, Sept 9-11, 2021

Adjourn

Krueger adjourned the meeting at 7:19 pm.

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

Resolutions from August 16, 2021

Lawson moved and Johnson seconded a motion to approve the August Consent Agenda. **Ayes all (21-12)**

Krueger moved and Johnson seconded a motion to approve the appointment of Lawson and Hemphill to the Trustee Nominating Task Force. **Ayes all (21-13)**

Johnson moved and Hemphill seconded a motion to approve the Management Policy set, amended with the edit to the Code of Professional Ethics policy. **Ayes all (21-14)**

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

Peter Johnson, Secretary
Estes Valley Public Library District
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