

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

Monday, October 18, 2021 at 6:30pm

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

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; David Hemphill, Treasurer; Peter Johnson, Secretary; Beth Ellis; Kay Weston

ABSENT: Lynn Lawson, Vice-President

FRIENDS & FOUNDATION LIAISON: Ann Finley

STAFF: Claudine Perrault; Cindy Seckman; Joanna Stensland

Public Comments: None

Consent Agenda

1. Board of Trustees Meeting Minutes: September 20, 2021
2. Income & Expense Year-to-Date Report: September 2021 YTD
3. Study Session: 2022 Draft Budget Review - October 7, 2021

Hemphill moved and Johnson seconded a motion to approve the October Consent Agenda. Ayes all (21-18)

Guest Presentation

- Estes Park Economic Development Corporation (EDC) - Adam Shake, President/CEO and Jim McGibney, Board Chair

McGibney and Shake summarized the history, mission and operating plan of the EDC and expressed their appreciation for the Library as an EDC investor since its inception. Krueger thanked the EDC for the presentation and their work in the community.

Strategic Discussion & Reports

- Gov't Affairs – Krueger
- Policy Committee – Johnson

Action Point: Krueger invited suggestions from trustees for study session topics and for guest presenters in 2022.

- o Staff and Volunteer Policy Handbooks

Krueger and Johnson recently met with Admin staff to discuss the Staff Policy and Volunteer Policy Handbooks. Approval of the handbooks is on the agenda for the November Board Meeting. The staff is interested in consulting an expert on leave plans and may possibly introduce a new leave policy in 2023.

Action Point: Trustees will read through the handbooks and the summary documents before the November Board Meeting.

- Library Director Report – Perrault
 - Admin Report
Perrault informed trustees of the new Staff Development Committee.
 - Quarterly Strategic Plan 3rd Quarter
Perrault provided highlighted of the Quarterly Report. There have been some strategic challenges related to low staffing levels and the pandemic but also project-level success in the area of funding, such as the Unite for Literacy project for which 55 children registered.
STAFF ACTION: 2022 board meetings will schedule each staff team (Admin, Technical, Circulation and Programs/Outreach) as guests, one each month first quarter.
- Library Friends & Foundation Report - Finley
Finley reported on the successes and challenges of the Library Friends & Foundation. Cliffhanger reached its annual goal in 9 months. Currently, there is no President or Vice-President for 2022.

Action Items

- Gov't Affairs Committee - Krueger & Lawson
 - Approve 2022 Library Closure Dates
Hemphill moved and Weston seconded a motion to approve the 2022 Library closure dates. Ayes all (21-19)
- Finance Committee - Hemphill & Weston
 - Accept Official 2022 Proposed Budget
Hemphill moved and Johnson seconded a motion to approve the 2022 Draft Budget. There were only minimal adjustments since the Study Session. **Ayes all (21-20)**
STAFF ACTION: Amount to be transferred to the Reserve account will be adjusted to reflect the ~ \$6,000 increase since the Study Session draft.
 - Public Notice of Budget
Hemphill moved and Weston seconded a motion to publish the Notice of Budget in the media and on the Library website as required. Ayes all (21-21)

Upcoming Meetings

1. Board of Trustees Study Session: Thursday, November 4, 2021, 6:30p (Zoom)
 - Public Hearing 2022 Budget: 1st of 2
2. Regular Meeting of the Board of Trustees: Monday, November 15, 2021 6:30p (Zoom)
 - Public Hearing 2022 Budget: 2nd of 2

Other Events

- Friends & Foundation Board of Directors meeting: Monday, October 25, 2021, 2p (Zoom)
- Bowling for Business - Library vs. Rec Center, Thursday, November 11, 5p

Adjourn

Before adjourning the meeting Krueger thanked the staff for their work on preparing the Zoom Board Meetings. Krueger adjourned the meeting at 7:22 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Peter Johnson, Board Secretary

[attachments]

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

Resolutions from October 18, 2021

Hemphill moved and Johnson seconded a motion to approve the October Consent Agenda.
Ayes all (21-18)

Hemphill moved and Weston seconded a motion to approve the 2022 Library closure dates.
Ayes all (21-19)

Hemphill moved and Johnson seconded a motion to approve the 2022 Draft Budget. **Ayes all (21-20)**

Hemphill moved and Weston seconded a motion to publish the Notice of Budget in the media and on the Library website as required. **Ayes all (21-21)**

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

Peter Johnson, Secretary
Estes Valley Public Library District
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