

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, March 21, 2022 at 6:30pm

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

Call to Order / Welcome – 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, Anne Dewey; Beth Ellis; Kay Weston

FRIENDS & FOUNDATION LIAISON: Ann Finley

STAFF: Gretel Bock; Molly Larson; Kay Lawson; Kelly Pemrick; Damaris Perez; Claudine Perrault; Cindy Seckman; Cindy Standerfer; Joanna Stensland; Linda Wisneski

Public Comments: None

Consent Agenda

1. Board of Trustees Meeting Minutes: February 21, 2022
2. Income & Expense Year-to-date Report: February 2022
3. Study Session - Sunshine Law & By-Laws on Officer terms, March 3, 2022

Johnson moved to approve the March Consent Agenda. Hemphill seconded the motion. Ayes all (22-07)

Stakeholder Presentations

- Board and Staff Introductions (3rd of 5): Meet the Patron Services staff, and Meet the Governing Board of Trustees.

The Patron Services Services team was presented to the Board. The Board thanked the team for their friendly and warm service to the public. This was followed by a presentation of the Trustees on their roles and background.

Strategic Discussion & Reports

- Gov't Affairs Committee – President Krueger & Lawson
 - o Meeting Survey
The survey showed that there was still some hesitancy about in-person meetings. The April Board meetings will be via Zoom and possibly also the May meetings.
 - o Prior process for officers
Krueger explained the selection process for officers to date. *Action Point:* Krueger and Lawson will work on a plan for a future nominating and selection process.

- Finance Committee – Hemphill & Weston
Hemphill reported on the successful completion of the move to an in-house accounting process. All regulatory and internal requirements have been met. Hemphill commended all those involved. Accountant Cindy Seckman updated the Board on the process of hiring an Accounting Clerk.
- Community Needs Assessment Task Force - Weston & Lawson
Weston reported on the process of finding an outside firm to carry out a Community Needs Assessment. STAFF ACTION: Perrault will continue to reach out to directors to solicit names of potential companies. Action Point: The Task Force will finalize a list of suitable companies and will make a recommendation to the Board. There was some discussion on the timeline. The Task Force recommended taking the extra time to explore all the options.
- Library Report - Director Perrault
 - Town Facility Master Plan impact on Library Building
There is no current plan to move the Library from its current location on 335 E.Elkhorn. The Library will continue to work with the Library's Friends & Foundation on providing for facility needs. It was proposed that the Board devote a study session to the topic of staff retention, housing & transportation. Action Point: Gov't Affairs committee will explore and consider when to schedule.
- Library Friends & Foundation Report
President Finley gave a brief report of recent Friends & Foundation activities. Krueger encouraged trustees to invite friends to the Craig Johnson event in June.

Action Items

- Finance Committee - Treasurer Hemphill
 - Approve the 13th Month 2021 Finance Report - Accountant Seckman.
Hemphill moved that the 13th month finance report be approved by the Board. Weston seconded. Hemphill reported that there were only very minor changes needed. **Ayes all (22-08)**

Upcoming Meetings of the Board of Trustees (Zoom)

- Board of Trustees Study Session: Thursday, April 7, 2022, 6:30p (Zoom)
2021 Annual Collections Report.
- Regular Meeting of the Board of Trustees: Monday, April 18, 2022, 6:30p (Zoom)
- Friends & Foundation: Cliffhanger meeting on April 7th, 4:00p. Trustees are welcome to attend.

Adjourn

Krueger adjourned the meeting at 7:49 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Peter Johnson, Board Secretary

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**
Resolutions from March 21, 2022

Johnson moved to approve the March Consent Agenda. Hemphill seconded the motion. **Ayes All. (22-07)**

Hemphill moved that the 13th month finance report be approved by the Board. Weston seconded. **Ayes all (22-08)**

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

Peter Johnson, Secretary
Estes Valley Public Library District
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