

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, August 15, 2022 at 6:30pm
Estes Valley Library / Zoom

Call to Order / Welcome – Board President John Krueger, called the Zoom meeting to order at 6:31 pm. The following were present:

TRUSTEES: John Krueger, President; Peter Johnson, Secretary; Anne Dewey; Kay Weston

ABSENT: Lynn Lawson, Vice-President; David Hemphill, Treasurer; Beth Ellis

FRIENDS & FOUNDATION LIAISON: None

STAFF: Claudine Perrault; Cindy Seckman; Joanna Stensland

GUEST: Eric Marburger, Graves Consulting

Public Comments: None

Consent Agenda

1. Board of Trustees Meeting Minutes: June 20, 2022
2. Income & Expense Year-to-date Report: June & July 2022
3. Study Session August 4, 2022 Staff Retention Ideas & 10-Year Financial Plan

Johnson moved to approve the August Consent Agenda. Weston seconded the motion. Ayes all (22-15)

Guest Presentation

Eric Marburger of Graves Consulting presented the results of the Paid Time Off (PTO) & Leave Policy Study. Perrault expressed gratitude to Graves Consulting for the experience and knowledge they bring to HR and for the work they have done with the HR Team reviewing and updating the Employee Handbook leave policies. There was some Board discussion about different aspects of the proposal. Action Point: The Policy Committee will review the leave proposal and the Board will finalize the new leave policies by November.

Krueger expressed appreciation for an excellent presentation.

Strategic Discussion & Reports

- Finance Committee – Weston
Expenses are under budget due to fewer staff than budgeted.
 - FAMLI Update
Accountant Seckman gave a report of the situation with the new FAMLI law. The Town is offering educational sessions on FAMLI and the proposed short-term disability plan. All staff members are invited to attend as paid time.
- Gov't Affairs Committee - President Krueger
The Committee has instructed the Director to move forward with the 4% COLA adjustment effective August 1, 2022. This increase will still be within budget. There may be a bigger roof expense later in the year for which the budget will need to be adjusted.
Action Point: Trustees will send Perrault their priorities from the staff retention document concerning the items that involve an expense.
STAFF ACTION: New employees will introduce themselves at the September Board meeting.

- Community Needs Assessment Task Force - Weston
Weston reported on the Community Needs Assessment (CNA) task force developments. CNA meetings have been taking place weekly. The survey will be launched this week. She encouraged trustees to take the survey and to share it with others.
- Library Report - Director Perrault
Perrault highlighted several aspects of the report. There have been discussions with the Friends & Foundation on increasing their annual giving.
- Library Friends & Foundation Report - Ex. Director Walsh
No report.

Action Items

- Gov't Affairs Committee – Krueger & Lawson
 - Lynn Lawson nomination; 2023-2026, first full term
Weston made a motion to approve the recommendation to the Town Board and Larimer County Commissioners to appoint Lynn Lawson to the Board for her first full term. Johnson seconded the motion. Ayes all (22-16)
- Approve Adjustment of 4% of Director's Salary
Krueger made a motion to approve a 4% COLA adjustment to Director Perrault's salary, effective August 1, 2022. Johnson seconded the motion. Ayes all (22-17)

Upcoming Meetings of the Board

- Board of Trustees Study Session: Thursday September 1, 2022, 6:30p (Zoom)
 - Executive Session: Annual Evaluation of the Library Director
- Regular Meeting of the Board of Trustees: Monday, September 19, 2022, 6:30p (Zoom)

Other Events

- Front Range Public Library Directors meeting, Friday August 19 (Estes Valley Library)
- **Library Closed** Labor Day Holiday: Monday, September 5
- Friends & Foundation Board: Annual Membership Meeting, Friday, September 30 (Library).
Krueger invited trustees to nominate candidates for the Friends & Foundation Board.

Adjourn

Krueger adjourned the meeting at 8:00 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Peter Johnson, Board Secretary

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**
Resolutions from August 15, 2022

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

Peter Johnson, Secretary
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