

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES
Monday, December 11, 2023 at 6:30pm
Estes Valley Library / Wasson Room / Hybrid

Call to Order / Welcome – Kay Weston called the meeting to order at 6:31 pm. The following were present:

TRUSTEES: Kay Weston, Vice-President; John Krueger, Treasurer; Anne Dewey, Secretary; Beth Ellis; David Hemphill; Cindy Morriss

ABSENT: Lynn Lawson, President

FRIENDS & FOUNDATION LIAISON: Kathy Groesbeck, Sarah Walsh

STAFF: Claudine Perrault; Cindy Seckman; Joanna Stensland

GUESTS: Marlys Polson, John Kirtland

Public Comments: There were no public comments.

Consent Agenda

1. Board of Trustees meeting Minutes: November 20, 2023
Weston moved to approve the December Consent Agenda. Krueger seconded the motion. Ayes all. (23-35)

Strategic Discussion & Reports

- Gov't Affairs Committee – No report
- Finance Committee – Krueger & Hemphill
 - Final 2024 Budget
 - Krueger reviewed draft #4 of the 2024 Budget. The final property tax number will not be received until January 3rd, 2024. Under expenditures, the projected annual balance has gone down about \$108,000. There were some wage increases that hadn't been completely captured for all staff in the previous version. There were also some adjustments regarding payroll taxes and PERA. It is not anticipated that there will be a need to modify any of the expenditures after receipt of the property tax numbers. The Library has been selected for a GASBY audit.
- Policy Committee – No report
- Facilities Task Force/Design Advisory Group – No report
A recommendation has been made to terminate the Facilities Task Force at the end of the year since the roof situation has been resolved and staff are handling other matters.
- Library Report – Director Perrault
Perrault highlighted Brad Maggetti's report which has incorporated the Board of Trustee suggestions on the collection. The staff is lining up activities to support the strategic plan.
- Library Friends & Foundation
Groesbeck reminded trustees of the joint board social on Tuesday Jan 9 from 4p-5:30p. There will be no library business discussed. The Friends & Foundation have approved the

fundraising plan and budget for 2024. These will be in the January 2024 Board packet. The Friends & Foundation now have a full board complement of 11 members.

Action Items

- Finance Committee - Krueger & Hemphill
 - Resolution for supplemental budget appropriation from the Library Friends & Foundation for the AV upgrade project in the amount of \$86,343.99.
Krueger moved to approve the resolution for supplemental budget appropriation from the Library Friends & Foundation for the AV upgrade project in the amount of \$86,343.99. The motion was seconded by Dewey. This increases the budget for 2023. Weston thanked the Friends & Foundation for their generosity. **Ayes all. (23-36)**
 - Resolution to appropriate sums in the amount of \$235,000 from existing Reserves so as to not impair the operations of the District until the budget can be approved on January 4, 2024.
Krueger moved to approve the resolution to appropriate funds in the amount of \$235,000 from existing Reserves so as to not impair the operations of the District until the budget can be approved on January 4, 2024. The motion was seconded by Hemphill. This will enable the Library to operate until the 2024 budget and mill levy are approved. The intention is for the new Board to elect officers and approve the necessary budget resolutions at the January 4th Board meeting. **Ayes all (23-37)**

- Gov't Affairs Committee
 - Resolution and Inter-Governmental Agreement to join the Colorado Special District (CSD) Property and Liability Insurance Pool.
Weston moved to approve the resolution and inter-governmental agreement to join the Colorado Special District (CSD) Property and Liability Insurance Pool. The motion was seconded by Morriss. The Insurance Task Force looked at different options but unanimously agreed to go with the CSD. The CSD covers other libraries and has some extra coverages that other companies do not offer. The IGA has been run by legal counsel and there were no concerns. The auditor and Finance Committee have looked at the financials and had no concerns. **Ayes all (23-38)**

Upcoming Meetings of the Board of Trustees

- Regular Session: January 4, 2024, 6:30p (Wasson/Hybrid)
 - Approval of 2024 Budget
 - Approval of Officers & Committees
- Regular Session: January 15,, 2024, 6:30p (Wasson/Hybrid)

Other Events

- Holiday Closures
 - Christmas Eve and Christmas Day, Sunday December 24 and Monday December 25, 2023
 - New Year's Day, Monday, January 1, 2024

- Friends & Foundation
 - o Library Joint-Board Social at President Groesbeck House: January 9, 2024

Weston adjourned the regular session at 7:04pm.

Executive Session

Vice-President Weston moved that the Board of Trustees enter into Executive Session for discussion of personnel matters: Perrault's contract, as authorized by Colorado Revised Statutes §24-72-203(a)(II). Krueger seconded the motion. Ayes all. (23-39)

Vice-President Weston adjourned the Executive Session at 7:19pm and moved back into the Regular Session.

Weston moved and Morriss seconded a motion to approve Perrault's 5-year employment contract and job description. Ayes all. (23-40)

Adjourn

The meeting adjourned at 7:49pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Anne Dewey, Board Secretary

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**
Resolutions from December 11, 2023

(23-35) Weston moved to approve the December Consent Agenda. Krueger seconded the motion. **Ayes all.**

(23-36) Krueger moved to approve the resolution for supplemental budget appropriation from the Library Friends & Foundation for the AV upgrade project in the amount of \$86,343.99. The motion was seconded by Dewey. **Ayes all.**

(23-37) Krueger moved to approve the resolution to appropriate funds in the amount of \$235,000 from existing Reserves so as to not impair the operations of the District until the Budget can be approved on January 4, 2024. The motion was seconded by Hemphill. **Ayes all.**

(23-38) Weston moved to approve the resolution a Inter-Governmental agreement to join the Colorado Special District (CSD) Property and Liability Insurance Pool. The motion was seconded by Morriss. **Ayes all.**

(23-39) Vice-President Weston moved that the Board of Trustees enter into Executive Session for discussion of personnel matters, Perrault's contract, as authorized by Colorado Revised Statutes §24-72-203(a)(II). Krueger seconded the motion. **Ayes all.**

(23-40) Weston moved and Morriss seconded a motion to approve Perrault's 5-year employment contract and job description. **Ayes all.**

Lynn Lawson, President
Estes Valley Public Library District
Board of Trustees

Anne Dewey, Secretary
Estes Valley Public Library District
Board of Trustees