

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES
Monday, September 18, 2023 at 6:30pm
Estes Valley Library / Wasson Room

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

TRUSTEES: Lynn Lawson, President; Kay Weston, Vice-President; John Krueger, Treasurer; Anne Dewey, Secretary; David Hemphill

ABSENT: Beth Ellis

FRIENDS & FOUNDATION LIAISON: Sarah Walsh

STAFF: Claudine Perrault; Joanna Stensland

GUESTS: Cindy Morriss, John (Kirt) Kirkland

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: August 21, 2023
Krueger moved to approve the September Consent Agenda. Hemphill seconded the motion. Ayes all. (23-24)

Strategic Discussion & Reports

- Gov't Affairs Committee – Lawson & Weston
President Lawson thanked the trustees for their input at the Executive Session on the Director appraisal. The Library Director's contract is up for review before the end of the year. **STAFF ACTIONS:** 1. Update the contract and job description and request Employers Council review. 2. Schedule an Executive Session to discuss the new contract.

President Lawson welcomed trustee candidates Kirt Kirkland and Cindy Morriss who were in attendance. New trustees have received confirmation from the Town, and are still awaiting final approval from the County.

Staff are organizing a full-day training for all trustees in early 2024. **Board Action:** Trustees will check the 2024 Meeting Calendar and let the Director know of any absences. **STAFF ACTION:** Staff will correct the February study session date on the calendar and in the Board Meeting Dates document.

- Finance Committee - Krueger & Hemphill
There is a summary from Cindy Seckman in the Admin Report but no August Income & Expense report/spreadsheet in the packet as Accountant Seckman is on vacation. The August report will be included at the next meeting. Laurie Graves, HR Consultant, is working with staff on a compensation update to be completed before the 2024 budget is finalized. Some increase in compensation is projected.

Proposition HH could have some negative impact on revenue but revenue will likely still increase in 2024. The plan is for Accountant Seckman to prepare two proposed revenue budgets.

Krueger also gave a brief report on the Estes Park Sister Cities Association meeting at the Museum and encouraged trustees to be part of the association, and recommended that the Library District join as an Organizational Member.

- Facilities Task Force - Krueger & Hemphill
The Task Force referred to Operation Specialist's Antozzi's summary in the Admin Report and reviewed some of the recent facilities actions. The renovation design team has met with the Facilities Committee and representative members of staff. The work is progressing well. The next session with the design team will take place onsite, all day on October 4 & 5.
- Policy Committee - Dewey & Ellis
The Policy Committee has discussed some process changes to potentially revise the policy review schedule.
- Director's Report
There were no questions on the Director's Admin Report.
- Library Friends & Foundation
Executive Director Walsh reported on recent events at Cliffhanger and reminded trustees to kindly attend the Annual Membership Meeting on Friday September 29.

Action Items

- Policy Committee - Dewey & Ellis
 - Approve Free Speech Policy set: Distribution of Material and Solicitation; Exhibits and Displays; Petitions, Campaigns & Electioneering
Dewey moved to accept the Policy Committee's recommendations to approve the edits to the Free Speech Policy set. Krueger seconded the motion. The majority of edits were not substantive. The main change was in the Exhibit policy when a piece was removed that was more to do with process and not policy. The Committee chose to add the word 'harass' in the Electioneering Policy, because it aligns more with policies from other libraries and it adds clarity. President Lawson thanked the Committee for their work. **Ayes all. (23-25)**

Upcoming Meetings of the Board of Trustees

- Study Session: October 5, 2023, 6:30p - 10-year Rolling Plan Forecast & 2024 Draft Budget Review (Wasson/Zoom Hybrid)

- Regular Meeting: October 16, 2023, 6:30p (Wasson/Zoom hybrid)

Other Events

- **Tour of Eagle Rock School** - rescheduled: Tuesday, September 19 at 8a
- Friends & Foundation **Annual Membership Meeting**: Friday September 29, 6p (Library)
Board Action: Trustees are requested to let Sarah know if they will attend.

Adjourn

Lawson adjourned the meeting at 7:02 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Anne Dewey, Board Secretary

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**
Resolutions from September 18, 2023

(23-24) Krueger moved to approve the September Consent Agenda. Hemphill seconded the motion. **Ayes all.**

(23-25) Dewey moved to accept the Policy Committee's recommendations to approve the edits to the Free Speech Policy set (Distribution of Material & Solicitation; Exhibits & Displays; Petitions, Campaigns & Electioneering). Krueger seconded the motion. **Ayes all.**

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

Anne Dewey, Secretary
Estes Valley Public Library District
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