

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES
Monday, February 19, 2024 at 6:30pm
Estes Valley Library / Wasson Room / Hybrid

Call to Order / Welcome – Lynn Lawson called the meeting to order at 6:30 pm. The following were present:

TRUSTEES: Lynn Lawson, President; Anne Dewey, Secretary; David Hemphill, Treasurer; Marlys Polson

ABSENT: Cindy Morriss, Vice-President; Beth Ellis; Kirt Kirtland

FRIENDS & FOUNDATION LIAISON: Kathy Groesbeck; Sarah Walsh

STAFF: Janet Antozzi; Kirby Hazelton; Claudine Perrault; Cindy Seckman; Joanna Stensland

Public Comments: There were no public comments.

Consent Agenda

1. Board of Trustees meeting Minutes: January 4, 2024
2. Income & Expense Year-to-Date Report: January 2024

Polson moved to approve the February Consent Agenda. Dewey seconded the motion. Ayes all. (24-09)

Staff Presentation

The Admin Team introduced themselves and presented their job duties and strategic projects to the Board.

President Lawson thanked Kirby Hazelton for advertising the Board meeting on social media. She also thanked Perrault for organizing the staff presentations.

Strategic Discussion & Reports

- Gov't Affairs Committee - Lawson & Morriss
 - Now that President Lawson is back in town, Kay Weston is no longer acting as community member on the Government Affairs Committee. She is still available to advise on insurance matters. President Lawson thanked Kay Weston for covering during her absence. **STAFF ACTION: Remove Kay Weston as community member on Gov't Affairs.**
 - Finalizing Director goals - to be shared with the Board next month.
- Finance Committee - Hemphill & Polson
 - 2023 Audit
Hemphill reported on the audit which starts Monday, February 26. The Library District audit will be conducted with the audit of the Library Friends & Foundation. Hemphill also summarized the aspects of the current Finance Policy which relate to the proposed renovation of the building. The Finance Committee is reviewing the policy and may recommend updates.

- Policy Committee - Dewey & Kirtland
 - Finance and Reconsideration policies under review
Upcoming Colorado legislation around book bans may influence the Library's Reconsideration Policy. The Policy Committee will meet in advance of the next Board meeting to discuss any potential revisions. The next Board study session is dedicated to a review of the pending legislation.
- Library Report – Director Perrault
 - Monthly Admin Report
Perrault highlighted Accountant Seckman's summary and Kirby Hazelton's update. She thanked Joanna Stensland for her work on internal staff training. There was some discussion of fee collection progress with Unique Management. A full report will be coming. Director Perrault also highlighted her written report on libraries in the news.
 - 4th Quarter 2023 Operating Plan Report
Perrault recognized the Tactical Team for their attention to quantitative and qualitative measures of success. Trustees and the F&F reported that the format of the Operating Plan Report is helpful to them. There was some discussion on the children's materials circulation goal which wasn't achieved. The population of children in the Estes Valley has declined. **STAFF ACTION: Staff will research national benchmarks on similar circulation statistics and will report in April.**
- Library Friends & Foundation (F&F) - Executive Director Walsh & President Groesbeck
 - Ex. Director Walsh reported that the financial audit of the F&F started today. She also reported that the membership drive was successful. There will be numbers in the March report. President Groesbeck added that all the committees are in motion and there will be a special event in June.

Action Items

None

Upcoming Meetings of the Board of Trustees

1. Study Session: Review of pending legislation that may affect public libraries & Discussion of 2024 Trustee Development opportunities - March 7, 2024, 6:30p (Wasson Room)
2. Regular Session: March 18, 2024, 6:30p (Wasson Room)

Other Events

None

President Lawson adjourned the meeting at 7:10 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,
Anne Dewey, Board Secretary

[attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**
Resolutions from February 19, 2024

(24-09) Polson moved to approve the February Consent Agenda. Dewey seconded the motion.
Ayes all.

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

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