

**MINUTES****11.15.2016****Meeting of the Lyons Regional Library District Board of Trustees  
Called to order at 6:30 pm with a nice variety of chocolate**

	<b>Name</b>	<b>Title/Organization</b>		<b>Name</b>	<b>Title/Organization</b>
	Kathleen Crane	Pres/LRLD Board of Trustees	x	Dan Greenberg	Liaison/Town of Lyons
	Sandy Banta	Vice-Pres/LRLD Board of Trustees		Joe Meckle	LRLD Building Committee
x	Drew Biel	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Sec/LRLD Board of Trustees		Quentin Rockwell	Wember
x	Lisa Sobieniak	Member/LRLD Board of Trustees		Todd McCowin	Wember
x	Sarah Catchpole	Member/LRLD Board of Trustees		Cristabell Cardenas	Wember
x	Lori Adams Weaver	Member/LRLD Board of Trustees	x	Kara Jostes	Friends of the LRLD
x	Katherine Weadley	LRLD Library Director	x	Drew Biel	LRLD Foundation
<b>#</b>	<b>Agenda Topic</b>		<b>Action/Follow-up</b>		<b>Responsible Party</b>
1	Public Input		none		
2	Approval of previous meeting's Minutes; Lisa makes motion to approve, Lori seconds. Approved (5-0)		post		Darcie
3	Correspondence		none		
4	Library Director's Report: Updates on staff, program, and facility. Collection locations may be changing within the facility. Holiday Bazaar sold out; in 2017 ToL will take over event. Sarah adds a discussion of Holiday cards. Sarah moves that Finance looks into finding an appropriate place in budget for holiday gift cards for staff. Drew seconds. Approved (4-0; 1 member abstaining)		(1) Gift cards on hold pending OK from Finance Committee, (2) buying of greeting cards OK to do now		(1) Drew, Kathleen, & Katherine; (2) Sarah
5	Friends Report: Kara reports on a very successful Spooktacular and membership drive, from 9 to 27 members.		The MOU is still circulating		Lisa, Katherine
6.	Town Liaison Report: Top priority is expediting final plat. Dan requests status update if Sandy, Kathleen & Victoria Simonson have been able to meet, and also whether LRLD has any F&D work product that Town should have a look at for the meeting.		Sandy & Kathleen need to be informed of Dan's inquiry and request for status.		Darcie
7.	Foundation Report: grants writing schedule is set up & prospects identified; Drew requests donation from all Trustees (small is OK) to be able to show 100% Board participation in the grants. Darcie notes that staff cannot be solicited.		Foundation donation		Individuals 'at will' if they so choose, for whatever amount is comfortable for them
8.	Immediate action items				
8a	Sarah reads Res 2016-11, A RESOLUTION OF THE BOARD OF		Approved (5-0) and		Darcie

BoardMeetingMinutes 2016.11.15

	TRUSTEES OF THE LYONS REGIONAL LIBRARY DISTRICT APPROVING THE SECOND INTERGOVERNMENTAL AGREEMENT BETWEEN THE LYONS REGIONAL LIBRARY DISTRICT AND THE TOWN OF LYONS. Lori move to approve. Lisa seconds.	circulated for signatures. Originals to be scanned; Verify who archives	
9	Committee Report/ Communications		
9a	Open Meeting law update from the ToL Boards Training Session.	Continue current practice	all
9b	Dropbox		
9b1	Storage space update: upgrade to Pro if over the free limit; what reimbursement procedure?	Held over	
9b2	Dropbox training session option: online tutorial or Lee Hall?	Schedule Lee Hall tutorial	Kathleen & Katherine
10	Committee Report/ Building Committee		
10a	Wember requests a refining of the Conditions of Satisfaction document developed with F&D, to be discussed at next Building Committee meetings and used in the Design RFP. Sarah leads members in an exercise to generate more concise material	Additional material to be forwarded on to Chair Sandy for submittal to Wember	Sarah
11	Committee Reports/Finance		
11a	Sarah pre-reviews the upcoming Budget Resolutions; members note some minor updating is necessary	Update in time for our meeting post-Public Hearing	Sarah & Kathleen
12	Committee Reports/By-Laws & Policy Committee		
12a	Working on modifications to Financial, Collections Development, Board Handbook. At moment Financial Policy updates high priority since will need to accommodate our large capital construction project.	Committee work to continue; special attention to Financial, develop questions for Wember	Lori & Lisa
12b	Review & approval schedule: Lori suggests 1 District Policy and 1 Board Handbook policy per month. Lisa expresses concern over load. Darcie suggests use Consent Agenda to help with efficiency.	Experiment with efficient formats & procedures	Darcie
13	Committee Reports/Nominations		
13a	Drew will be leaving us in the Spring. Sarah recommends getting started on recruitment ASAP, though we do not have a firm leave date yet. Members brainstorm outreach.	Outreach	Katherine & Sarah
14	Committee Reports/HR	Held over	
15	Calendars	Update travel sched	All
16	Next Meetings		
16a	Public Budget Hearing, Board Meeting to follow	11/17/2016	Already calendared & noticed
16b	December regular Board Meeting: 12/6 or 12/13? Lisa prefers 12/13	Held over	All
16c	Adding a second monthly Meeting primarily for workshops & study sessions; attendance is optional. But good to have it on the regular	Consensus to trial run it on the 1st Thursday, 2-4pm,	Darcie & Katherine to calendar & notice

BoardMeetingMinutes 2016.11.15

	calendar.	to start in January	
17	Adjourned at 8:51pm		