

## Lyons Regional Library District Board of Trustees

Meeting Minutes

March 19, 2019

405 Main St, Lyons

Status	Name	Title/Organization	Status	Name	Title/Organization
x	Kathleen Crane	Pres/LRLD Board of Trustees		Jan Vermilye	Building Committee
x	Lori Adams Weaver	Secretary/LRLD Board of Trustees		Joe Meckle	LRLD Building Committee
x	Erin Biesiada	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Vice--Pres/LRLD Board of Trustees		Quentin Rockwell	Wember
x	Janet Corson-Rikert	Member/LRLD Board of Trustees		Dennis Humphries	Humphries Poli
x	Sarah Catchpole	Member/LRLD Board of Trustees		Dr Liz Early	LRLD Foundation
x	Sandy Banta	Member/LRLD Board of Trustees			Friends of the Library
x	Kara Bauman	Interim LRLD Library Director			Public
x	Rebecca Schuh	LRLD Library Director			Trustee/Town of Lyons/Liaison

1. Open Regular Board Meeting: 6:31pm
2. Public input: NA
3. Consent Agenda
  - a. Request for items to be removed: NA
  - b. Approval of remaining items: Motion by Darcie, second by Sarah (7-0)
  - c. Discussion of removed items here or re-assignment to a spot lower down in Agenda: NA
4. Library Director's Report
  - a. Kudos to Kara for successful completion of PLAR report
  - b. See report for additional details
5. Friends Report: NA
6. Foundation Report
  - a. Focus remains on completing grant requirements, organizing donor lists
  - b. No additional report available
7. Committee Reports
  - a. Communications Committee: See report for details including updates on BCWC/DOLA
    - i. BCWC grant update
    - ii. DOLA update
  - b. Building Committee

- i. Timeline remains on schedule for 2 July completion; move-in discussed with goal of ribbon cutting 1 Aug
    - ii. Change orders approved/signed - delineated in report
    - iii. Budget continues to be monitored for phase II items (driven by BCWC grant delays)
    - iv. Children's outdoor play area design proposal significantly over budget, discussion held on priority of rubber flooring (2-color vs 5-color option) and sand pit
    - v. See report for additional details
  - c. Finance Committee: see report for details
  - d. Human Resources Committee: see report for details
  - e. Policy Committee
    - i. Meeting Room Policy and MOU discussion – Kathleen will re-engage with Town re their needs for available space; Lori and Rebecca meeting 3/28 to discuss Meeting Room Policy Draft
    - ii. See report for additional details
- 8. Calendars: update vacations & planning calendar\* for next month
  - a. Meetings: Upcoming Friends/ Foundation (Foundation members working solo & not meeting in April) /LACC /LAHC meetings
    - i. Other important upcoming deadlines not covered in Agenda?
      - 1. The Friends' Trivia Night is on Wednesday 3/20 @ PB66 - fundraising for rug for Children's Room
      - 2. CALCon 2019 will be Sept 19-21 in Loveland, CO
      - 3. SDA (Special Districts Association) Annual Conference, September 18-20 at Keystone – need to apply early for 2 trustee scholarships and discounted member rates - Janet and Erin interested
- 9. Other Business
  - a. Signage
    - i. Primary Building Name: lengthy discussion held and it was agreed that “Lyons Community Library” was top choice with additional marketing/branding of entire District inclusion; motion by Kathleen, second by Darcie (7-0)
    - ii. Text for Dedication Plaque
      - 1. Lengthy discussion held regarding where/what for dedication
      - 2. Final consensus was combining a dedication/donor wall and a separate “corner stone” on exterior with dedication date
      - 3. Janet will circulate name lists in attempt to define what organizations/names to include in dedication portion
  - b. Meeting Room MOU with town may involve offering exclusive use of facilities on specific night (i.e. Tuesday) which would necessitate changing Library Board Meeting day to potentially Monday. No decision reached, simply option offered/discussed
  - c. Designate a Grand Opening date (Saturday, Sept 7 approved; has been deconflicted with Town)
    - i. When to form ad hoc planning committee w/Friends - will discuss at next meeting with Friends rep
  - d. Donor Preview Party idea presented – to allow a “sneak peek” night before ribbon cutting for influential partners. Sarah will head this and tentative date is 31 July

- e. Plan for Next Board Meeting **April 16<sup>th</sup>**, plus any Special Meetings - will plan to start at 6pm for workshop of Meeting Room Policy
- f. What is focus for next month - MOU with Town (Kathleen)

Adjourned at: 8:40pm

**Consent Agenda**

1. Board Meeting Minutes 2019.02.19