

Lyons Regional Library District Board of Trustees

Minutes

Annual Meeting

January 21, 2020, 6:30 PM

451 Fourth Ave, Lyons

Status	Name	Title/Organization	Status	Name	Title/Organization
X	Janet Corson-Rikert	President/LRLD Board of Trustees	X	Kara Bauman	LRLD Library Director
X	Sandy Banta	Vice President/LRLD Board of Trustees	X	Bill Palmer	Member-/LRLD Board of Trustees
X	Erin Biesiada	Treasurer/LRLD Board of Trustees	X	Kaitlyn Fischer	Member- elect/LRLD Board of Trustees
X	Shirley Sullivan	Secretary/ LRLD Board of Trustees	X	Cathy Christiansen	Public
X	Cathy Rivers	Public - Artist			

1. Open Annual Board Meeting : opened at 6:35pm
2. Introductions
 - a) New Board member Kaitlyn Fischer, approved by Boulder and Larimer Counties; pending Town of Lyons
 - b) Candidate for Board Cathy Christiansen
3. Public input
 - a) Cathy Rivers – “Rearrangements: High Water” Tapestry
 - i) Presented the Library’s recent art acquisition. Japanese inspired Boro cloth tapestry that tells the story of Lyon’s resilience and hard work to rebuild the town and community after the flood.
4. Foundation – Connie Eyster by phone. Discussed:
 - a) Long-term vision of Foundation
 - b) Expenses of Foundation and annual reporting requirements
 - c) Existing funds to be spent on Capital
5. Consent Agenda
 - a) Request for items to be removed: None
 - b) Approval of remaining items: None
 - c) Discussion of removed items or re-assignment to a spot later in Agenda: None
 - d) Bill moved to accept, Erin seconded. All in Favor
- 2) Additional agenda items: None
- 3) Election of New Officers:
 - a) President: Janet Corson-Rikert
 - b) Vice President: Sandy Banta
 - c) Treasurer: Erin Biesiada
 - d) Secretary: Kaitlyn Fisher
 - e) Sandy moved to vote. Bill seconded. All in Favor
- 4) Review of Board terms - September vs January starts. Janet to follow-up with Lyons Gaddis
- 5) Review of Conflicts of Interest: Discussion about trustees to review and disclose any potential Conflicts of interest and when to recuse from decisions.
- 6) Resolutions:

- a) Voted to approve *Longmont Times Call* as paper of record. Will sign resolution at annual retreat on Jan 25, 2020. Erin moves to approve. Shirley seconded all in favor.
 - b) Voted to approve Notice of Location. Will sign resolution at annual retreat on Jan 25, 2020.
- 7) Update committee and liaison assignments
- a) Requests for changes: None
 - i) Building: Sandy Banta
 - ii) Finance: Erin Biesiada
 - iii) Communications: Bill Palmer
 - iv) Policy: Shirley Sullivan
 - b) Board Development / HR : No firm commitments.
 - i) Develop Board candidate pool, shepherd applications, nominations & approvals
 - ii) Coordinate Board self-evaluation
 - iii) Assist Director with research related to professional development, benefits
 - iv) Coordinate Director evaluation process
- 8) Library Director's Report
- a) Census: Starts April 1, 2020
 - b) Pavement improvement will not block library access
 - c) Art Show: Display hardware is up and ready for opening night on February 5th, 5:30-7pm
- 9) Friends Report: Trivia night was successful.
- 10) Foundation Report (see above)
- 11) Committee Reports
- a) Communications / Community Relations
 - i) New member – Cathy Christiansen
 - ii) Boulder County Worthy Cause Grant: Darcie to move forward with discussions with Town and Bond attorneys.
 - b) Building
 - i) Discussions with Contractor to ensure any repairs to not void Building Warranty.
 - ii) ADA ramp moving forward with Town of Lyons taking the lead.
 - iii) Arts & Humanities to find and pay for an artist to bring transformer appearance up to Town ordinances.
 - iv) High speed internet: no update
 - c) Finance
 - i) **New bookkeeper, leading to** issues with timing of financial reports. Erin and Kara to follow-up.
 - ii) LURA update: on-track with Town should be resolved soon
 - iii) **DOLA organization annual report: Erin will complete, bringing new resolutions, if any, to Saturday, January 25th retreat**
 - d) Policy
 - i) By-Laws: Janet to follow-up with Lyons Gaddis on terms of officers
 - ii) Board Handbook: will update address of library
 - iii) Gift Policy: pend till February meeting
 - iv) Financial Policy - tracking expenditures, audit, operating budget / reserve spending: pend till February meeting
 - v) Non-Discrimination Policy: pend till February
 - vi) Conflict of Interest: pend till February
 - vii) Meeting Room Policy: pend till February
 - viii) Art Donation and Purchase: Updated language to include purchasing of art and that the library follows principles of ALA principles. Sandy moved to approve, Erin seconded. All in favor.
 - ix) Bulletin Board and Exhibit Display Policy: pend till February
- 12) Other Business: None
- 13) Calendars: update vacations & planning calendar* for next month
- a) **Board Retreat - January 25 – 8:45am– 3pm, Library**
 - i) Presentation by CSL Public Library Specialist - Crystal Schimpf

- ii) Review of 2020 Board calendar, Committee and Board development goals
- iii) Strategic Planning discussion
- iv) Brief educational session if time allows - Kara
- v) Preparation
 - (1) Review annual calendar (All)
 - (2) Review 2018 Strategic Plan (All)
 - (3) Develop preliminary committee goals (Finance, Policy, Community Relations, Board Development leads)
- 14) Board Development – Vote to nominate Cathy Christiansen to replace Brian Donnell on Board**
 - a) Shirley Moved to vote to approve. Erin Seconded. All in favor.
- 15) Consent Agenda (see NextUp for supporting documents)**
 - a) Board Meeting Minutes 2019.12.10
- 16) Next Board Meeting February 18**
- 17) Adjourned at 8:59pm**