

Lyons Regional Library District Board of Trustees

Meeting Minutes

February 18, 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	Sandy Banda	Vice Pres LRLD Board of Trustees
X	Erin Biesiada	Treasurer LRLD Board of Trustees	X	Shirley Sullivan	Secretary LRLD Board of Trustees
X	Bill Palmer	Member/LRLD Board of Trustees	X	Kara Bauman	LRLD Library Director
X	Bonnie DiSalvo	Friends of the Library			

1. Open Board Meeting at 6:30pm
2. Public input : None
3. Consent Agenda : Sandy moved to approve, second by Erin. All in favor.
 - a) Plan for use : Highlight changes in document for ease of locating changes.
 - b) Request for items to be removed : None
 - a) Approval of remaining items motion by Sandy, second by Erin. All in favor.
 - b) Minutes 1/21 Annual Meeting.
 - c) Minutes 1/25 Retreat
 - d) Financial Policy revisions
 - e) Meeting Room Policy updates
 - c) Discussion of removed items or re-assignment to a spot later in Agenda
4. Resolution
 - a) Posting of Notices (voted 1/21) for signatures
 - b) Indemnification Resolution : Janet moves to accept the indemnification as written, second by Erin. All in Favor.
5. Library Director's Report
 - a) Update on fines. Less than \$150 collected in fines for year 2019 and Kara wants to create a safe guilt free zone to return books because the library 'simply wants to circulate collection'. Sandy moves to support the Director's move to create a fine free library. Bill seconds. All in favor
 - b) Boulder County Board of Elections to possibly use us as Polling Location. The community room would be out of use: Thursday before election through Election Day. It would require the Boulder County Board of Elections Commissioners to change the locks To have 100% controlled access to the community room (at their cost). Story-time and access to community room would be cancelled. Library staff is in favor; promotes civic engagement. LRLD Board recommends trying it one time.
 - c) Kara is exploring Performance Appraisals
6. Friends Report
 - a) Funds report
 - b) Membership is down and they are actively working on strategies to increase membership including having a committee member show up at library events
 - c) Newsletter to be mailed to existing and former members
7. Foundation Report
 - a) 1/29 meeting.
 1. Foundation is down to 3 members.
 2. Foundation + Friends model will not be pursued...feel it should be separate
 3. Library staff to provide Administrative support
 4. Continue for another year to support capital needs

5. Library and LRLD Board of Trustees to explore the capital funds needed in 5-10 years
8. Committee Reports
 - a) Building
 1. Phase 2 priorities for FFE. Janet moves to allocate and release \$25,000 as budgeted to FFE. Bill seconds. All in favor
 2. A portion of the funds held in escrow by the Town have been returned.
 3. Sandy will meet with Owners Rep and Architect on how to procure items, contractors for small projects to maximize funds.
 4. Bill to explore high speed internet with Longmont (would we be eligible? Cost?)
 - b) Policy
 1. Vote – Bylaws clarification of terms Jan 1 – Dec 31. Erin moves to approve amendment to bylaws. Janet seconds. All in favor.
 2. Janet to forward revised bylaws to Town of Lyons and Boulder and Larimer County. Shirley (secretary) is unable to do so due to time constraints.
 3. Bulletin Board Policy : Strike ‘Community Partners’. Sandy moves to accept changes as recommended by library director. Erin seconds. All in favor.
 - c) Communications / Community Relations
 1. Discussions with Ashley Dennis and working to complete Boulder County Worthy Cause Grant.
 - d) HR / Board Development
 1. Board recruitment strategy
 1. Bill to review recruitment advertising. Will write a piece for the Recorder
 - e) Finance
 1. 2019 Financials – December 2019 & 2019 Year. Review for education and information.
 2. January 2020 Financials
 3. Posting of financials received from Ellis Bottomline. Will ask the new bookkeeper to change report to the format previously used to show annual numbers.
 4. LURA update: None

Mission and Vision : Brief discussion of key language to consider including. Kara is actively working with Staff on Mission and Vision statements.
9. Other Business: None
10. Calendars
 - a) March
 1. Schedule Audit (Library Director)
11. Next Board Meeting March 17, 2020
12. Adjourned at 8:30pm