

## Lyons Regional Library District Board of Trustees

### Minutes - Monthly Meeting

February 16, 2021, 5:30 PM

Zoom Meeting (COVID-19)

**Attendees:** Bill Palmer (President), Janet Corson-Rikert (VP/Secretary), Erin Biesiada (Treasurer), Leigh Williams (Trustee), Ryan Chiachiere (Trustee), David Selden (Trustee), Kara Bauman (Library Director), Sara Erickson (Friends of the Library)

1. Board Meeting opened at 5:32 pm
2. Public input - None
3. Consent Agenda
  - a. Content
    - 1) Minutes Board Meeting 2021.1.19
  - b. Request for items to be removed
  - c. Approval of remaining items – Motion to approve by Janet, seconded by Leigh. **Vote 6-0**
  - d. Discussion of removed items or re-assignment to a spot later in Agenda
4. Library Director's Report
  - a. New Youth Librarian Becki Loughlin starts March 1. Brings experience as manager, wanting to return to roots as children's librarian.
  - b. Reopening – Kara would like, as of 3/1, to re-open by appointment, now that Boulder County is down to 'yellow' on the COVID dial, which allows 50% occupancy. Will encourage short visits with < 30-min computer sessions, starting with 4-6 patrons at a time, adjusting up to a max of 8-10 depending on experience and staff comfort. Curbside pick-up will still be available. Staff and Board are supportive of this approach. Kara will convey suggestion that staff consider double-masking (paper surgical mask inside cloth mask) to increase protection, given increasing prevalence of more contagious form of virus.
  - c. Circulation continuing to be good despite pandemic restrictions.
  - d. Audit underway and going smoothly.
5. Friends Report
  - a. Highly successful Trivia Night on 2/11 with 60 participants, including some from out-of-state and out-of-country. Raised \$1400, exceeding \$895 goal to cover annual Beanstack cost. Winning team donated prize of Pizza Bar gift certificate to Library staff.
  - b. Booksale activities delayed until later in spring.
6. Foundation Report - None
7. Committee Reports
  - a. Communications/Community Relations, Bill Palmer
    - 1) Bear sculpture naming contest – Have received lots of suggestions. Bill will meet with Anita Miller to make choice.
    - 2) Articles – In addition to Kara's Redstone article, Bill is writing an article for the Recorder re BJ's 'Take and Make' craft kits.
    - 3) Contact with other Lyons organizations – As we emerge from pandemic, would like to increase connection with community organizations including Chamber of Commerce. Leigh offered to serve as a liaison with the Fire District. At retreat will discuss how to further increase connections.
  - b. Building, Ryan Chiachiere
    - 1) Solar Project Progress – Wember released RFP Feb 4. Seven firms downloaded, 2 did non-mandatory walk-through in which Bill participated. Proposals due

Feb 25, interviews Mar 18-19. Town Board this evening discussing UEB proposal re solar and net metering.

- c. Finance, Erin Biesiada
  - 1) January financial reports look good. No concerns.
  - 2) DOLA annual report was filed and accepted.
  - 3) Bill has asked Erin to report at Retreat.
- d. Policy, Leigh Williams
  - 1) Conflict of Interest Annual Disclosure – still need one from Erin.
  - 2) Bill will review with Kara her list of policies and set a schedule for review, including one for next Board meeting.
- e. HR/Board Development
  - 1) Vacant position – Janet will share list from prior Board brainstorm.
  - 2) Plan for Board evaluation this spring. Board members to review and comment on potential form posted in Next Up.
- 8. Other business? - None
- 9. Calendars
  - a. **Retreat February 20, 2021 (9 am – noon)**
    - 1) Agenda to include:
      - 1. Mission and Vision of the LRLD
      - 2. Review Calendar
      - 3. Review of Board Roles / Responsibilities
      - 4. Committee Objectives
      - 5. State Library Standards
      - 6. Strategic Planning
  - b. **Next Regular Board Meeting March 16, 2021 (5:30 pm)**
- 10. Adjournment at 6:52 pm

Submitted by Janet Corson-Rikert