

## Lyons Regional Library District Board of Trustees

### Minutes - Monthly Meeting

June 15, 2021, 5:30 PM

Lyons Community Library - 451 4<sup>th</sup> Ave, Lyons, CO

Attendees: Trustees – Bill Palmer, Janet Corson-Rikert, Erin Biesiada, Ryan Chiachiere  
Library Director – Kara Bauman; Friends of the Library – Sarah Erickson

1. **Open Board Meeting at 5:32 pm** (Ryan not present)
  2. **Public input - none**
  3. **Check-in with Board Members**
  4. **Consent Agenda**
    - a. Content
      - 1) Minutes Board Meeting 2021.05.18
      - 2) May Financials – 05.31.21 Combined Budget vs Actual
    - b. Request for items to be removed – Financials to be discussed under committee reports
    - c. Approval of remaining items – **Motion by Bill to approve minutes, seconded by Erin. VOTE in favor (3– 0) .**
    - d. Discussion of removed items or re-assignment to a spot later in Agenda
  5. **Library Director's Report, Kara Bauman**
    - a. COVID and re-opening
      - 1) Doors have been unlocked since 5/4, going well
        1. Boulder County mask requirement has expired, but for public-facing businesses, BCPH recommends:
          - Staff wear masks if unvaccinated, and if opt to let vaccinated staff go without mask, post explanation at entrance
          - Patrons > age 11 be asked to wear masks if vaccination status unknown or unconfirmed
        2. Current LCL approach will be continued for now:
          - Staff are voluntarily wearing masks
          - Patrons are encouraged but not required to wear masks
    - b. Circulation - back to pre-pandemic levels
    - c. Programs / Space Use
      - 1) Vicky will be facilitating community discussions 'Exploring Race and Privilege'
      - 2) Meeting rooms are getting booked, but somewhat more slowly than at first. Staff is finding \$200 damage deposit fee to be operationally complex, and would like to eliminate it during regular hours. Discussed issue and agreed that Kara would work on updating and revising the Meeting Room Policy for discussion at the already-scheduled September review.
      - 3) Art exhibits and performances are starting up again. If any community concerns arise while Kara is out of town, staff will refer them to Bill.
      - 4) LCF wants to meet on 3<sup>rd</sup> Tues evening in Effie Banta Rm. OK w LRLD Board to meet at same time in Community Room so there will be no conflict.
- [RYAN ARRIVED AT THIS POINT – 5:55 PM]
- 5) Kona Ice Truck wants to park in Library lot, give Library 10% of profit. Consensus that this commercial arrangement would not be appropriate.
  - 6) An antique piano has been offered as a donation to the Library. Though grateful to the donor, consensus was that lack of space and supervision make it infeasible at present.

- d. Facilities
  - 1) Kara is looking into shade sails for outdoor spaces
  - 2) Quote received for 3 8-ft wide stone pads to form steps between front curb and sidewalk, to reduce risk of falls. Dave Papuga would oversee work of subcontractor. Estimate \$4275 (without hand rails). **Motion by Bill to proceed with project, seconded by Erin. VOTE in favor (4-0)**
  - 3) Lee Hall has arranged for Kevin Mahoney of Lyons Communications to meet with staff to discuss using Library as a showcase for new high speed internet
- e. Colorado Library Directors worked on a response to the ALA's statement on Racism and White Supremacy, discussing importance of respecting both library values - social justice and neutrality

**6. Friends Report, Sarah Erickson**

- a. Sponsoring Tales and Cocktails 6/24 with Spirit Hound collaboration – already sold out
- b. Getting lots of book donations, currently being screened with valued books stored in Friends' basements pending stocking of Friends' shelf in library. May advertise more in future
- c. Plan future in-person as well as on-line trivia contests. Main Stage noted to also be doing weekly trivia contests.

[SARAH DEPARTED AT THIS POINT - 6:35 pm]

**7. Foundation Report - none**

**8. Committee Reports**

- a. Communications/Community Relations, Bill Palmer
  - 1) No update
- b. Building, Ryan Chiachiere
  - 1) Solar Project Progress – Contract has been finalized after review by Lyons Gaddis. To be signed soon, with plan to begin work ~ 7/6. Will use small part of parking lot for staging. Safety protocols in place to accommodate active library use during construction.
- c. Finance, Erin Biesiada
  - 1) 2021 May Financials look good – no concerns; Responded to questions from Board members.
  - 2) Audit payment not yet posted as accounting fee. Erin to send audit report to Town of Lyons and Boulder and Larimer Counties.
- d. Policy, Leigh Williams (not present)
  - 1) Capital Project Financial Policy – Agreed that Kara and Leigh should work on developing a capital reserve section before formal review and approval.
- e. HR/Board Development, Janet Corson-Rikert
  - 1) David Selden resigned 6/2 citing earlier move and new job
  - 2) Now have 2 vacant positions – Group would like to stick with 7-member Board if possible. Agreed that all current Board members should approach friends and acquaintances who might be interested.
  - 3) Board Self-Evaluation
    - 1. Reviewed questions on 2021 Form as a group
      - Agreed that Board is functioning well except for planning and assessment of community needs. Our hope is that this will be appropriately addressed through a recently launched strategic planning committee.
      - Set target of < 72 hrs for response to LRLD emails
- f. Planning, Bill Palmer
  - 1) New committee – Bill, Janet, Kara and Vicky will meet before the July Board meeting to review Bill's proposed changes to Mission and Vision language and discuss next steps in revising the existing strategic plan.

**9. Other Business**

**10. Calendar of Upcoming Events**

- a. Chamber Social 5:30 – 7 pm, June 29 at Pizza Bar 66 – Bill and Kara to attend
- b. Review 2021 calendar
- c. Next Board Meeting July 20, 2021 (5:30 pm)

**11. Adjournment at 7:27 pm**

Submitted by Janet Corson-Rikert