

## Lyons Regional Library District Board of Trustees

### Agenda - Monthly Meeting

August 17, 2021, 5:30 PM

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

#### Attendees

Trustees: Bill Palmer, Janet Corson-Rikert, Erin Biesiada, Leigh Williams, Ryan Chiachiere; Elizabeth Lennert (pending Town/County approval)

Director: Kara Bauman

Friends of the Library: Suzanne Milani

#### 1. Open Board Meeting at 5:33 pm

#### 2. Public input - none

#### 3. Check-in with Board Members

#### 4. Consent Agenda

- a. Content
  - 1) Minutes Board Meeting 2021.07.20
  - 2) July Financials – 07.31.21 Combined BvA
- b. Request for items to be removed
- c. Approval of remaining items - **VOTE – Motion to approve by Erin, seconded by Ryan. Passed (5-0)**
- d. Discussion of removed items or re-assignment to a spot later in Agenda

#### 5. Library Director's Report

- a. With current Delta surge, Boulder County Public Health strongly recommending masks for all >age 2. Staff now wearing masks, and have posted public health recommendation on Library's front door. V good compliance so far, w/o any confrontations.
- b. CALCON in Westminster September 9-11, 2021 – let Kara know if you'd like to attend and she will handle registrations.
- c. Teen Advisory Group forming, with some committed members already – hope for advice on programming and collection..
- d. Summer Reading Wrap Up – went well
- e. Upcoming Race & Privilege programming – 9/15 Regan Byrd will do an intensive workshop limited to ~ 50 spots. Will also be Porch conversations to encourage broader dialogue.
- f. LURA update – Group met last month, planning to restart discussions. Still negotiating with Fire and other Districts.
- g. Plans to update donor wall and order plaque for Bear sculpture.

#### 6. Friends Report – 8/4 mtg – Group liked revised Library mission statement, have no suggested edits. Annual mtg 11/4, 6-7:30 with ~ 40 min program. Considering other events as well - beer tasting to help draw new members. May do E-vites. Future events - ? beer tasting. Board and Director expressed gratitude for Friends' support of Summer Reading Program.

**Elizabeth arrived at this point ... 6:08 pm**

#### 7. Foundation Report - none

#### 8. Committee Reports

- a. Communications/Community Relations, Bill Palmer
  - 1) Working with Vicky on public relations for Race and Privilege conversations.
  - 2) Bill working on article for Recorder re Elizabeth as new trustee
- b. Building, Ryan Chiachiere

- 1) Solar Project Progress – Solar panels have been installed without any significant disruption of operations. Panel # reduced from 88 to 86 to comply with Town’s agreement with Utility, bringing cost down slightly. Awaiting final inspection by building inspector, but currently on track for 8/31 go-live.
  - 2) Shade sails – None of 3 companies contacted has so far responded to Bill.
  - 3) Still awaiting glass for broken door on east side of building.
- c. Finance, Erin Biesiada
- 1) 2021 July Financials – all on track. Expect estimated tax revenue by end of month, which we believe will indicate impact of proposed changes in assessment rate.
  - 2) Kara is starting work on 2022 budget, and plans to distribute proposed budget with notes ahead of 9/10 SWOT Workshop so Board members can review and ask questions. Erin will be traveling but has offered to call in for a budget workshop if this is deemed necessary.

**Leigh left meeting at 6:18pm**

- d. Policy, Leigh Williams
- 1) Please read/review/come with questions
    1. [Collection Development Policy](#) – Kara does not feel any changes are needed since last reviewed 4/2020. The Board has no concerns.
    2. [Gift Policy](#) – Kara will check on whether a legal review was done in the past with any recommendation for criteria for sending checks to the Foundation vs the Library. She will also review procedures for acknowledging donations for tax purposes. This policy will be brought back to the Board at its next meeting.
- e. HR/Board Development, Janet Corson-Rikert
- 1) We have one Trustee position still open. Please consider potential for interest among your friends and acquaintances. See committee report for previously discussed recruiting targets.
  - 2) Per recommendation of Cathy Tallerico of Lyons Gaddis, Kara’s contract will be revised to run from January to January. LG will write a one-time contract for September through December 2021 to bridge to that new annual contract.
- f. Planning Committee, Bill Palmer
- 1) Proposed mission and vision statements (see folder Committees>Strategic Planning in Next Up) – No Board or Friends suggestions for edits.
  - 2) The committee recommends a gathering of Board and Staff to do a SWOT-style consideration of the library’s current position, prior to launching the ALA’s community ‘Ask Exercise’. A meeting was set for 5:00 – 6:00 PM on Friday, September 10<sup>th</sup>. Food will be served.

**9. Other Business**

- a. Eyes of Freedom exhibit now scheduled for May 23-28, 2022, just prior to Memorial Day. Kara and Anita Miller will begin to work on planning and fundraising, with consideration of an organizing committee if it seems necessary. Possible LCF grant and Friends’ support with potential for budget to cover funding shortfalls, if necessary.
- b. Steve McCain has asked for a letter confirming that he and his excavating business, across the street from the library, have been ‘good neighbors’. Consensus was that the Library could confirm to the Town that it has had no problems with the McCain business. There was agreement, however, that it would not be in the best interest of the Library or its patrons for the property in question to be re-zoned for industrial use.
- c. A new SDA manual is available – Kara has copies.

**10. Calendar of Upcoming Events**

- a. Review 2021 calendar

- b. Next Regular Board Meeting September 21, 2021 (5:30 PM); **Special Board meeting Sept 10 at 5:00 pm.**

**11. Adjournment at 7:13 pm**