

**Lyons Regional Library District Board of Trustees**  
**Minutes - Monthly Meeting**  
October 19, 2021, 5:30 PM  
Lyons Community Library - 451 4<sup>th</sup> Ave, Lyons, CO

**Attendees**

Board: Bill Palmer, Janet Corson-Rikert, Ryan Chiachiere, Elizabeth Lennert, Leigh Williams (video), Erin Biesiada (audio)

Director: Kara Bauman

Friends of the Library: not represented

1. **Open Board Meeting** at 5:46 pm
2. **Public input** - none
3. **Consent Agenda**
  - a. Content
    - 1) Minutes Board Meeting 2021.09.20
    - 2) September Financials – 09.30.21 Combined Budget v Actual
    - 3) Capital Budget and Asset Policy (pulled out)
    - 4) Investment Policy
  - b. Capital Budget and Asset Policy removed from consent agenda for separate discussion
  - c. **Motion** by Janet to approve remaining three items, seconded by Elizabeth **Approved (6-0)**

**Ryan left meeting temporarily**

- d. Discussion of removed items or re-assignment to a spot later in Agenda – Capital Budget and Asset Policy – Final paragraph unclear regarding potential to accumulate capital reserves. Wording modified to say that the annual capital allocation will not exceed 150% of anticipated annual expenses. **Motion** by Janet to approve with this modification to final paragraph, seconded by Leigh. **Approved (5-0)**
4. **Library Director's Report**
  - a. 'Ribbon cutting' earlier this evening celebrating successful solar project, with the Sandbox Solar team present and refreshments courtesy of the Friends of the Library.
  - b. A 'Charge Ahead Colorado' grant for an electric vehicle charging station in the LRLD parking lot was submitted on a short timeline. The grant would require a 20% contribution from the LRLD toward the \$12-13K cost. There are generally minimal maintenance costs, but it would be prudent to set aside \$1-1.5K as contingency. Expected 5-10 year lifetime, with LRLD responsible to maintain station for at least 5 yrs. No capacity concerns at present re parking. Board supports application. While awaiting a response (due in ~ 4-6 wks), Kara will try to learn more about utilization of the other 3 Lyons chargers, and will talk with Aaron Caplan re any potential issues related to the Town's MEAN contract.
  - c. The Teen Advisory Group is off to a strong start.
  - d. The Eyes of Freedom exhibit date has been changed due to a competing booking at the National Veterans Museum in Columbus, OH. Becki is willing to flex the summer reading program to work around this new schedule.
  - e. LTC grant-directed Race, Privilege, and Allyship programming is drawing to a close.
  - f. Though a request was made to include the LRLD Annual Report on the Town Board's agenda this week, it somehow got left off. Kara will follow up to make sure it is on the Town's agenda (likely as a consent item) for the next meeting.

**Ryan rejoined the meeting at this point**

5. **Friends Report** – (written): annual meeting 11/4 will kick off the Friends book sale, to run Thursday evening through Saturday. The group is supporting a Teen Advisory Group project making Native American Dreamcatchers. Fund balance is ~ \$30K.
6. **Foundation Report** – Two more blocks and four names will be added to the donor recognition wall.
7. **Committee Reports**
  - a. Communications/Community Relations, Bill Palmer – no update
  - b. Building, Ryan Chiachiere
    - 1) Shade sails – Photos from the only vendor responding to date do not offer either visual attraction or flexibility to address varying sun angles. Ryan will talk with facility architect Dennis Humphries to see if he has thoughts about design possibilities and suggestions for vendors.
  - c. Finance, Erin Biesiada
    - 1) 2021 September Financials – no concerns
    - 2) Budget update
      1. The 2022 Operating Budget was reviewed and approved pending minor corrections to reserve calculations
      2. The 2022 Capital Budget was reviewed and approved. It complies with our new capital budget policy, and was developed with the aim of addressing some of the phase 2 projects deferred at the time of initial construction.
      3. Bill will handle the required posting of notices for our public budget meeting scheduled for Nov. 16.
    - 3) CSD Pool Annual Meeting – This pool covers general liability, property and worker’s compensation. Kara has received no communication regarding major changes or concerns. Erin was unable to attend the meeting and accepted a proxy vote.
  - d. Policy, Leigh Williams
    - 1) Meeting Room policy – Discussed the section relating to commercial use, and agreed to prohibit such use at present, with a plan to review the issue should compelling situations arise in the future. **Motion** by Elizabeth to approve the version of the policy excluding commercial use, seconded by Ryan. **Approved (6-0)**
  - e. HR/Board Development, Janet Corson-Rikert
    - 1) Vacant position x 1
  - f. Planning Committee, Bill Palmer
    - 1) Kara, Bill and Vicky participated in an Oct 14 session with the firm working with the Town on its comprehensive planning initiative. The Town’s process involves an extensive on-line survey that is already underway. The Board and Kara agree that it makes sense to postpone the Library’s ‘Ask Exercise’, in order to build off the input collected by the Town. We may want to ask somewhat narrower questions regarding the Library’s potential role in helping create the kind of community visualized by residents. The revised timeline may make this a suitable topic for our Jan / Feb annual retreat.
8. **Other Business** – The Chamber of Commerce is moving to quarterly socials.
9. **Calendar of Upcoming Events**
  - a. Review 2021 calendar
  - b. Next Board Meeting November 16, 2021 (5:30 pm) – Open Public Budget Hearing

**Kara left the meeting at 7:17 pm**

**10. Executive Session**

- a. At 7:15 pm Bill moved, with unanimous affirmation, that the Board enter into Executive Session for discussion of the Director's annual performance review, pursuant to §24-6-402(4)(f), C.R.S.
- b. The board exited the executive session at 7:25 pm

**11. Meeting Adjourned** at 7:26 pm