

Lyons Regional Library District Board of Trustees
Minutes - Monthly Meeting (Zoom - COVID)

February 15, 2022, 5:30 PM

Attendees (all remote)

Board: Bill Palmer, Erin Biesiada, Janet Corson-Rikert, Leigh Williams, Elizabeth Lennert, Gil Sparks

Absent: Ryan Chiachiere

Director: Kara Bauman

Friends of the Library: Sara Erickson

1. **Open Board Meeting at 5:33 pm**
2. **Public input - None**
3. **Consent Agenda**
 - a. Content
 - 1) Minutes Board Meeting 2022.01.18
 - 2) (January Financials not yet available)
 - b. Request for items to be removed
 - c. Approval of remaining items – Motion to approve by Gil, seconded by Janet **VOTE 6-0 in favor**
 - d. Discussion of removed items or re-assignment to a spot later in Agenda
4. **Library Director's Report**
 - a. COVID
 - 1) Libraries designated by CO as distribution sites for KN95 masks; LCL has distributed over 1,700
 - 2) Boulder County will be ending the indoor mask requirement on 2/18, as will the SVVSD. The County currently has a 7-day average of 39 new cases/day /100K and a PCR positivity rate of 13%, which means there is still substantial transmission. Our plan is for signage to encourage masks, to protect vulnerable people and those not yet eligible for vaccine.
 - 3) In-person story time to resume in early March
 - b. Programs
 - 1) Teen Advisory Group programming continues to be very successful
 - 2) Positive response to community-wide "Call for Presenters"
 - 3) Very well-attended art reception
 - 4) Latino dance – Saturdays in April
 - c. Prospector integration running smoothly – provides access to more libraries than AspenCat, including academic libraries. Anticipated to increase courier costs.
 - d. Public Library Annual Report (PLAR) in process
 - e. CAL is actively opposing a legislative proposal requiring librarians to train in a particular 'Science of Reading' approach to reading education
5. **Friends Report** – Virtual trivia contest scheduled for Feb 24. Will be virtual again based on the success of last year's event which raised >\$1300. Proceeds will support the Library's Children's Garden. Sorting now for October book sale. Re-evaluating membership strategies. ~\$29K in account now.
6. **Foundation Report** – New plaque on order for donor wall
7. **Committee Reports**
 - a. Communications/Community Relations, Bill Palmer
 - 1) Community Profile released by Town's long-term planning committee. This and Lyons Thrive survey will be helpful for Library strategic planning.
 - b. Building, Ryan Chiachiere / Bill Palmer
 - 1) Committee has reviewed a shade sail proposal from Mountain States Tent and Awning in Loveland for a system with 7 triangular overlapping sail sections on the west end of the library. They recommend using a local contractor for

placement of support posts and plates, which would bring the whole project to ~ \$32K, somewhat over the \$25K estimated cost at the time of building construction, partially due to inflation of materials costs. Aim for project completion before summer. Motion by Bill to approve this expenditure, seconded by Janet **VOTE 6-0 in favor**

- 2) Will review 6 EV Charger proposals this week, hope to approve selection at upcoming Retreat.
- c. Finance, Erin Biesiada
- 1) January 2022 Financials – received late (new bookkeeper), not available to Board ahead of meeting but Erin and Kara don't see problems. Will postpone Board approval until next meeting.
- d. Policy, Gil Sparks
- 1) By-Laws – reviewed proposed revisions related to use of Roberts Rules of Order, Director title, Board vs Director roles, Corporate Seal. Motion by Janet to approve revised language, seconded by Elizabeth **VOTE 6-0 in favor**
 - 2) Board Meeting Policy – Reviewed proposed revisions, including clarifications related to remote meeting attendance and self-identification of public participants. Motion to approve by Leigh, seconded by Janet **VOTE 6-0 in favor**
 - 3) Gil has drafted an officer succession plan which includes 2-year terms and progression from Secretary to Vice President to President to Past President. Further discussion is planned.
 - 4) Art Exhibit and Acquisition policy to be reviewed at next regular meeting
- e. HR/Board Development, Janet Corson-Rikert
- 1) Gil Sparks' appointment fully approved by Town of Lyons, Boulder and Laramie Counties
 - 2) Will aim for Board self-evaluation later in spring
 - 3) Board officers - 2022
 1. Gil has agreed to assume the role of Vice-President, pointing out that he is on track to assume the role of President of the Lyons Community Foundation in 2023, so we will want to be aware of this when considering succession planning and 2023 officers.
 2. Elizabeth has agreed to assume the role of Secretary without progression to President. She and Janet will work on a transition plan.
 3. Motion by Leigh, seconded by Janet to approve the following slate of officers for 2022:
 - President – Bill Palmer
 - Vice-President – Gil Sparks
 - Secretary – Elizabeth Lennert
 - Treasurer – Erin Biesiada
- VOTE 6-0 in favor**
- f. Planning Committee, Bill Palmer
- 1) Staff met to discuss next steps after reviewing Lyons Thrive Summary and Community Profile
 - 2) More to come at Board Retreat 2/26

8. Other Business

- a. Board meeting schedule
- 1) Kara raised the possibility of dropping occasional meetings when there are no pressing agenda items. The Board agreed to this concept, noting that there is no Bylaws requirement for a monthly meeting, and an Executive Committee meeting could be called if needed.
 - 2) It was agreed to try this out by dropping the March meeting, which would follow two February meetings.

9. Calendar of Upcoming Events

a. Review 2022 Calendar

- 1) Calendar update planned for Retreat
- 2) Audit scheduled for March 28

b. Upcoming Meetings

- 1) **Retreat – Saturday, February 26, 9 a.m. – noon.** Will aim for in-person meeting at Library with masks optional, per new Boulder County guidelines. If situation changes Board members will be notified. If anyone prefers virtual attendance, contact Kara.
- 2) **Next Regular Board Meeting April 19, 2022 at 5:30 p.m.**

10. Adjournment at 7:17 pm