

**Lyons Regional Library District Board of Trustees**  
**Minutes - Monthly Meeting**  
May 17, 2022, 5:30 PM  
Lyons Community Library - 451 4<sup>th</sup> Ave, Lyons, CO

**Attendees:**

**Board** - In person: Janet Corson-Rikert, Bill Palmer, Gil Sparks. Ryan Chiachiere (\*arrived at 6:04pm), Elizabeth Lennert (\*left at 6:30 pm); Online: Leigh Williams, Erin Biesiada

**Director** – Kara Bauman

**Friends of the Library** – Sarah Ericson

**1. Open Board Meeting 5:33pm begin**

**2. Public input** – none

**3. Consent Agenda**

- a. Content
  - i. Minutes - Board Meeting 2022.04.19
  - ii. April Financials - 04.30.2022 Combined Budget v Actual – removed from consent agenda
  - iii. Programming Policy
  - iv. Request for items to be removed - April Financials not available to view until today, so moved to Finance Committee Report, for discussion
- b. Approval of remaining items – **VOTE 6-0**
- c. Discussion of removed items or re-assignment to a spot later in Agenda

**1. Library Director's Report**

- a. Eyes of Freedom: Slated for first full week of June. Begins Sunday, June 5<sup>th</sup> with a motorcycle escort.
- b. Story Walk update: BOT for TOL approved per the Library director's suggestion. Suggested location is the Lyons Botanical Garden, from the Bell of Renewal and into Bohn Park to the playground
- c. SB22-238: Pushed through the state legislature and our district will receive 90% of the previously agreed upon tax dollars. This will involve an adjustment to the 2022 budget with a net decline of 10%. This is an adjustment, but manageable. It is a two-year adjustment and then will be readdressed by the legislature. There are no Tabor implications at this time.
- d. Janet asked about SDA Newsletter article re Board oaths – does this apply to non-elected Library Boards? Gil will read article and opine on whether legal consultation necessary
- e. Staffing updates: BJ retired at end of April. Hannah Ogden is beginning 20 hours a week in May. Dana (tech coordinator) will be accepting another position in a different library leaving Memorial Day.
- f. Grant update: request for planter replacements was not approved, but the Lyons Garden Club is taking over the project and will begin it soon
- g. AED training completed with the support of Lyons Fire Department
- h. Janet asked re feasibility of tracking year-to-year program attendance Kara will look into it and think about it.

**2. Friends Report:** Sarah - May 2<sup>nd</sup> meeting voted to approve \$445 movie license for the teen programs. \$1K for the Eyes of Freedom event- they will be at the opening to show their presence. They are still

considering some changes to their membership. October Book Sale is moving forward. Considering a change in pricing to make it by donation. Planning a few events for the summer; some ideas are a radio show or ice cream social. Online trivia contest as well. Budget of \$6K at this time.

\* Ryan Chiachiere arrived at 6:04 pm

**6. Foundation Report:** Leigh Williams – Dropbox - re-established files and problem was resolved

**7. Committee Reports**

a. **Building**, Ryan Chiachiere

i. Shade Sails: Met with Charlie Gau, they are still negotiating with the TOL engineer, but moving forward. Kara brought color samples to try to tie into current building trim. Welcoming colors would be great.

b. **Finance**, Erin Biesiada

- ii. April 2022 Financials: New bookkeeper has been working well, but still working on format and timely delivery.
- iii. Review by Erin indicates that 71% of staff education has been used. Could we use some of the board education fund to continue this? Verbal agreement that this would be reasonable. We could also use the staff travel funds that are unused.
- iv. Wells Fargo review is done by Kara and Erin looking for big discrepancies.
- v. Erin moves we approve this report, seconded by Bill - **VOTE 7-0**

\*Elizabeth Lennert left the meeting at 6:30 pm

c. **Policy**, Gil Sparks

- i. Sick/PTO Leave Policy – CO new Healthy Family Work Act – re accrual of sick time in public health emergency, requires separating PTO into vacation and sick leave to protect employees. Made this revision and added MLK Day. Bookkeeper and attorney have reviewed. Approval moved by Gil, seconded by Bill - **VOTE 6-0**
- ii. Behavior Policy – Motion to approve by Gil, seconded by Janet - **VOTE 5-0** [Ryan out of room]
- iii. MOU with Town of Lyons re Meeting Space Use update – Parks and Rec using 1 night / mo, otherwise not being used. Town is considering whether they still need to reserve space for one night every month. Our goal is to allow release to other groups if Town not using. On hold for now.
- iv. Next up: Unattended Children Policy, Patron Privacy, Computer and Internet Use Policy

b. **Planning Committee**, Bill Palmer

- i. Strategic Plan update – Close to having single-page, high level plan for public posting. Hope to have ready for Board review at June meeting.

**8. Other Business**

a. **Town of Lyons Board Liaison**, Gil Sparks

- i. Should the Library District Board meet with the new Lyons Town Board? Similar meeting with Sustainability Committee was a useful educational session. Board asks Kara to set up meeting ~ 1 hour, to include walking tour of Library.
- ii. Lavern Johnson memorial event will include a procession from school to LVJ Park Wed 5/25, ~ 6 pm.

**b. Staff benefits**

- i. Kara believes health benefits could be a factor in hiring and retention of staff. QSEHRA not set up to work for part-time staff.
- ii. Kara will talk w Todd Doleshal, retirement plan agent.
- iii. Gil will research a potential benefits consultant, checking with the Town, Chamber of Commerce, and Employers Council.

**c. Calendar of Upcoming Events**

- i. May: Begin Board self-eval process
  - Gil and Janet to discuss timing, approach

**9. Next Board Meeting** - June 21, 2022 at 5:30 p.m. (Tentative plan to skip July meeting.)

**10. Meeting adjourned at 7:02 pm**