

Lyons Regional Library District Board of Trustees

Agenda - Monthly Meeting

September 20, 2022, 5:30 PM

Lyons Community Library - 451 4th Ave, Lyons, CO

1. **Open Board Meeting begin:5:35pm** Kara Bauman, Erin Biesiada, Gil Sparks, Bill Palmer
Begin with Friends report until Quorum.
5:37pm: Elizabeth Lennert arrived.
2. **Public input**
3. **Consent Agenda**
 - a. Content
 1. Minutes - Board Meeting 2022.08.16-Elizabeth approve, Gil seconds, **VOTE: 4:0**
 2. Minutes – Special Board Meeting 2022.07.05
 3. August Financials – 08.31.2022 Combined Budget v Actual
 - b. Request for items to be removed
 - c. Gil adds two items to new agenda: Board recruitment and executive session: employee compensation
 - d. Approval of remaining items – **VOTE:**
 - e. Discussion of removed items or re-assignment to a spot later in Agenda
4. **Library Director's Report**
 - a. StoryWalk update, waiting until 4th street pedestrian bridge is installed. Then it will move forward.
 - b. Shade sail to be installed this week. EV to happen after that.
 - c. October 12th New art show
 - d. SEED Seminar kick-off. Very regimented, but well received.
 - e. FAML: government agency with less than 10 employees we can opt out. We would do this for up to 3 years. We could consider short term disability coverage.
 - f. Request for Reconsideration: Kara is going to move forward with a draft for our October meeting.
5. **Friends Report: Patty McNichol**
 - Friends sale October. 13-15, community room event with book donations
 - Friends annual meeting will be at the distillery in November. Trying to get Summerhawk to play and make it a way to gain membership
 - October 21,22 Old Time Radio show at the Library. Under the Arts and Humanities commission. Will include an auction of an Anne O'Brien dollhouse.
 - Other event ideas such as Sip N'Paint?
6. **Foundation Report**
7. **Committee Reports**
 - a. Building, Ryan Chiachiere
 1. Shade Sails
 2. EV Charger
 - b. Finance, Erin Biesiada

1. August 2022 Financials
2. Valuation Statements received
 1. 2023 Budgeting underway
 1. Would like to relabel accounting fees to audit & accounting fees (75010).
 2. Will get us a potential draft in 2 weeks available for us to review in October.
 3. Bookkeeper update: Same company, new person who is doing our account. Becoming familiar again, Kara is following up. Consider staying through 2022 and if it just isn't working, consider a change at January 2023.
 4. QSEHRA determination needed
 1. Elizabeth, suggested authorization of \$7000, Erin seconds, – **VOTE: 4:0**
- c. Policy, Gil Sparks
 1. Unattended Children (to be renamed "Safe Child Policy")
 1. J. Chmil's suggested edits in Dropbox
 2. Reconsideration DRAFT and notes
 1. Gil to approve with new amendments, Bill seconded, **VOTE: 4:0**
 3. Next up: Computer and Internet Use Policy, Programmer's Agreement
- d. Planning Committee, Bill Palmer
 1. Strategic Plan update. Met about a lot of little changes and continuing to move forward.
- 8. Other Business**
 1. **Board recruitment:** Bill reached out to potential candidate this week. Janet is leaving at the end of 2022. Gil has a potential candidate also. Move forward with both.
 2. **Executive Session- 7:14pm to discuss employment compensation. 7:30pm out of executive session.**
 3. Motion to make pay increase for Kara Bauman retroactive to August 2022. Motioned by Gil, seconded by Bill. VOTE: 4:0.
- 9. Calendar of Upcoming Events**
 - a. September:
 1. Begin Budgeting process
 2. Begin annual report to BoT for submission/presentation in October
 3. Plan Friends and Foundation "Thank You" for October Redstone
 1. Does the Board want to pay for an ad or is Kara's monthly column ok?
 1. Within the column would be great.
 - b. Coming up in October:
 1. Board to review and approve draft 2023 Budgets
 1. Set a date (usually regular meeting in November) for the Public Hearing on Proposed Budget
 2. Notice the Hearing in our Paper of Record: Bill Palmer
 3. Make the Proposed Budget available in Library for public review
 2. Post legal notice of Proposed Budget Hearing for minimum 1 week before scheduled Hearing
 3. Send the annual report to Boulder County, Larimer County and Town of Lyons.
 4. Make sure staff are prepared for open enrollment
 - c. Next Board Meeting October 18, 2022 at 5:30 p.m.
- 10. Adjournment**