

Lyons Regional Library District Board of Trustees
Agenda - Monthly Meeting
December 13, 2022, 6:30 PM
Lyons Community Library - 451 4th Ave, Lyons, CO

Open Board Meeting: Begin meeting at 5:32pm. Present Kara Bauman, Gil Sparks, Erin Biesiada Janet Corson-Riker, Leigh Williams, Elizabeth Lennert and Smita Skrivanek.

1. **Public input:** No Public present
2. **Consent Agenda**
 - a. Content
 1. Minutes - Board Meeting 2022.11.15
 2. Combined 11.30.2022 BvA
 - a. Request for items to be removed
 - b. Approval of remaining items – VOTE 6:0**
 - c. Discussion of removed items or re-assignment to a spot later in Agenda

0. **Friends Report:** No Friends present
0. **Library Director's Report**
 - a. We're officially opted out of FAMLl participation
 - a. 2023 Holiday schedule (proposed list in Director's Report)
 1. After discussion, remove Veteran's Day from the closure schedule – **VOTE Approval 6:0**
 - b. Kara to prepare Annual Report for inclusion in ToL publication by Jan. 16
 1. She will also plan to readdress the scheduling of publication with them in the spring for the 2023 year.
0. **Foundation Report:** Boulder County Community Foundation made a 3K donation that has been added to the foundation. Will be moved to the Library asap, will work out with Director.
0. **Committee Reports**
 - a. Building, Ryan Chiachiere
 1. EV Charger – see Director's Report
 - a. Finance, Erin Biesiada
 1. Resolution to Set Mill Levy Resolution 2022-04 – **VOTE 6:0**
 2. Resolution to Adopt and Appropriate Budget Resolution 2022-05– **VOTE 6:0**
 3. November financials review
 - b. Policy, Gil Sparks
 1. Review ahead of January meeting: By-Laws, Finance Policy, Capital Project Finance Policy, Investment Policy
 1. <https://lyons.colibraries.org/board-of-trustees/> (policies linked at bottom of page)
 - c. Planning Committee, Bill Palmer
 1. Strategic Planning on agenda for 2023 Retreat
0. **Other Business**
 1. Elizabeth will send introductory letters to the TOL, Boulder County and Larimer County about the three new board members by Friday, December 16, 2022.
- a. Set official date for Retreat – February 11, 2023
 1. 8am-12pm, 1 hour of strategic planning, 3 hours devoted to Board Professional Development

0. Calendar of Upcoming Events

a. December:

1. Resolutions to Set Budget AND Set Mill Rate
 1. Mill Levy Certifications to Boulder and Larimer Counties by 12/15 -
DONE
 2. Hold Holiday Party

a. Coming up in January:

1. Annual Board Meeting
 1. Review By-Laws
 2. Designate Paper of Record
 3. Designate Official Posting Place
 4. Sign Conflict of Interest Disclosure Statements
 5. Review Board terms
 6. Confirm Committee assignments
 7. Change date and/or time of regular monthly meetings?
2. Plan for Annual Retreat (Feb. 11)
3. File Budget Message with DOLA (by 1/31 – Treasurer)

b. Next Board Meeting January 17, 2023 at 5:30 p.m.

0. Executive Session: Begin 7:14pm. Close 7:32pm

a. Move to enter Executive Session to discuss a personnel matter pursuant to § 24-6-402(4)(f), C.R.S. to discuss Director's salary

1. Motion to move Director's salary to \$75,000 as of January 1, 2023. **Vote: 6-0**

0. Adjournment, 7:33pm.