

Lyons Regional Library District Board of Trustees
Agenda - Monthly Meeting
August 22, 2023 at 6:00 PM
Lyons Community Library - 451 4th Ave, Lyons, CO

1. **Open Board Meeting** Called at 6:01pm. Present: Kara Bauman, Bill Palmer, Leslie Reynolds, Elizabeth Lennert, Gil Sparks, Agnes Rey-Giraud, Smita Skrivanek. Not present: Erin Biesiada,.
2. **Public input**
3. **Consent Agenda –**
 - a. Content
 1. Minutes – Regular Meeting 2023.05.23
 2. Combined 05.31.2023 Budget v. Actual
 3. Combined 06.30.2023 Budget v Actual
 4. Combined 07.31.2023 Budget v Actual
 - b. Request for items to be removed, NA
 - c. Approval of remaining items: Leslie motioned, Smita 2nd – **VOTE:6:0**
 - d. Discussion of removed items or re-assignment to a spot later in Agenda
4. **Friends Report** -- Friends meeting minutes shared via link in Director’s Report
 - a. Concerns were brought to board members from community members about the new logo.
 - b. The board suggests that the Friends continue to focus on their mission of being Friends, not Funds. Focus on friendraising, not fundraising.
 - c. The library foundation is about funds, the board is about policy, the Friends are about the people.
5. **Library Director’s Report**
 - a. Staffing updates.
 1. Communications coordinator hired
 2. Adult programming candidate and Library associate yet to be hired.
 - b. Summer Wrap up
 - c. CALCON Trustee Track set for October 13th in Loveland.
 1. Gil and Leslie to attend. Please let Kara know if you are interested in attending.
6. **Committee Reports**
 - a. Finance, Erin Biesiada
 1. May Review
 2. June Review
 3. July Review
 4. Prop HH updates
 1. Summarized from an update from Kara with recent court update:
 - The state supreme court will not address it until it is voted on by the citizens.
 - Prop HH would allow the county residential tax assessment to be lowered and will impact what library districts get from these areas.
 - b. Building Committee

1. Children's Garden now officially complete with installation of fort and a lot of drip line to/for various planters
2. Striping for the parking lot is scheduled for next week.
3. Bill asked if we would have stairs when the Broadway Multimodal Trail project happens? Kara will ask to see if it has been considered.
4. Should we move forward with getting a quote from OpenPath?
 1. Board is interested in moving forward with the quote. No vote necessary at this time.
 2. Kara did check in with our insurance provider and they said there would be no change to the normal course of business and it would not change our coverage.
- c. Planning Committee, Bill Palmer
 1. Strategic Planning promoted in July *Redstone*
 2. Posted publicly to website under "Board" tab
 3. PROGRESS OF NOTE:
 1. D3 ("provide...messaging to keep community informed...") by creation of dedicated Communications/Marketing Coordinator
 2. C1 ("prioritize recruitment, retention, and development of staff...") by thoughtful position posting and careful consideration of team growth & Hannah's participating in CE activities
 3. A3 ("prioritize the acquisition...of a responsive collection...to help users meet their educational...and entertainment needs") in the addition of Tonies to the children's collection

- 7. Other Business:** Gil suggests that we consider an every other month meeting with a summer hiatus. Agnes suggested that we have a monthly update from the director with any core issues to be thought of and an every other month shorter meeting to vote on necessary items.
- a. Odd months will be a director's update
 - b. Even months will be a meeting.

8. Calendar of Upcoming Events

- a. From June
 1. Review Board self-assessment (Ad Hoc committee) [this was moved to October]
 1. Leslie will review and we can decide if we wish to continue this process.
 2. Anyone attending the SDA Annual Conference? September 12-14 in Keystone
 1. Not at this time.
- b. For July
 1. Revisit Budgets--any amendments needed? (Treasurer/Director)
 2. Consider Submittal for attendees to annual Special Districts Association meeting in September
 3. EMMA filing due w/in 60 days of end of July (Director) (**complete 7/6**)
 4. Submit audit report to Town and Counties (Treasurer)
 1. Kara will check with Erin to see if this has happened
 5. Auditor submits audit report to DOLA and State Auditor (Director to confirm) (**done**)
- c. For August
 1. Review Board member terms and vacancies

1. Bill is the only member up and he is considering what his options are. He will let Gil know asap.
2. Begin Director evaluation process (President)
 1. The link for the evaluation will be provided soon and Gil would like feedback by the end of September.
3. Strategic Plan Progress Review and Update
- d. Coming up in September :These will addressed in the October meeting.
 1. Begin budget process/schedule a strategy session (Finance Comm)
 2. Prepare Annual Report for BoT (due by Oct. 31); schedule time with BoT to present in October (Director)
- e. Next Board Meeting: Tuesday, September 26 at 6:00 p.m. **Changed to October 24 at 6pm**

9. Adjournment at 7:07pm: Motioned Leslie, 2nd Agnes. **VOTE: 7:0**