

Lyons Regional Library District Board of Trustees
Agenda - Monthly Meeting
October 24, 2023 at 6:00 PM
Lyons Community Library - 451 4 th 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, Erin Biesiada. Online: Smita Skrivanek

- Introduction of a potential new board member Katherine Gregory and to observe the meeting.

2. Public input: NA

3. Consent Agenda:

a. Content

1. Minutes – Regular Meeting 2023.08.22
2. Combined 08.31.2023 Budget v Actual
3. Combined 09.30.2023 Budget v Actual

b. Request for items to be removed

c. Discussion of removed items or re-assignment to a spot later in Agenda

d. Approval of remaining items, Leslie moved, Bill 2nd: **VOTE 7:0**

4. Friends Report -- Friends meeting minutes shared via link in Director's Report

- Kara and Gil will take responsibility for discussion with Friends about the advocacy we are hoping for before our next meeting.

5. Library Director's Report

a. Staffing updates

- Nearly 50% staff turnover since we met in August. This includes combining a few positions and moving up several employees. People were interviewed, hired and onboarded. One termination and an additional hire to replace. Although it has been a bit hectic, it is going very well.

b. IGA with town updated to move annual report due date

- Moved to March 31
- An addendum will be proposed with the topic of preferential treatment for the Monday night use of space.

c. CAL Con: Gil and Kara attended the Trustee tract. Gil found it very valuable.

d. Request for reconsideration policy will be updated by Kara to comply with the

Colorado Supreme Court updated decision.

6. Committee Reports

a. Finance, Erin Biesiada

1. August
2. September: most areas stayed in the 75% range. Those that are higher tend to be areas that we pay out at specific times.
3. 2024 Budget Drafts: both information concerning the passing and failing of Proposition HH are taken into consideration.

- a. One consideration is if Prop HH is passed or fails and there will probably be a legal challenge. In which case our budget remains as if Prop HH failed until we get further information.
- b. Salary is our biggest increase due to our recruitment and attempt to retain. Kara believes we have been historically underpaying and this was a conscientious attempt to rectify salaries this year.
- c. Compared to other libraries of comparable budgets, size and staffing is very challenging to benchmark. Kara did compare where she could and felt that she had the data to get qualified, enthusiastic staff.
- d. Gil believes it is much more expensive to hire than to retain which supports Kara's current plan.
- e. Public hearing updates: There may be some changes to the public notice for budgeting if Prop HH happens. Kara is just trying to prepare for that. If this happens. Special meeting not necessarily, so plan for Budget meeting with notice on November 28th at 6pm.
- f. Move to approve the draft budget amended as discussed. Move by Leslie, 2nd by Elizabeth. **VOTE: 7:0**

b. Building Committee:

- OpenPath folder in Director's October folder (product info and quote)
- Quote price: \$17,385
 - This was a single source quote and per our board policy that we could spend up to \$20K without additional quotes.
 - Discussion around additional burden on staff, when to spend the money (2023 or 2024)
 - Motion to authorize the acquisition of the Open Path system, cost not to exceed \$20K to be paid upon satisfactory completion, minus a deposit if required.
 - Leslie moved, 2nd by Agnes **VOTE: 7:0**
 - Transitioning the head of this committee to Agnes Rey-Giraud
- Follow up about the staircase to the library from the Broadway Improvement project from Smita. Smita will draft a letter and we will look at it as a board. Kara and Smita will fast track it together and let us know asap.

c. Planning Committee, Bill Palmer, No Updates

7. Plan Holiday party: In lieu of a party, the board would like to compensate and recognize the library staff with gift cards. Kara will help with local ideas, staff will choose their location, board will decide on the amount at the November meeting.

8. Set/Save date for 2024 Board Retreat

d. Next Board Meeting: Tuesday, November 28 at 6:00 p.m.

9. Other Business

a. Update on upcoming Board vacancy. One member came tonight, another candidate will come in November.

b. Executive Session beginning at 7:36pm. Out of executive session 7:43pm.

1. Move to enter Executive Session to discuss a personnel matter pursuant to §24-6-402(4)(f), C.R.S. to discuss the Library Director's annual performance review

9. Adjournment: 7:45pm.