

Lyons Regional Library District Board of Trustees
Agenda –Regular Monthly Meeting
April 23, 2024 at 6:00 p.m.
Lyons Community Library - 451 4th Ave, Lyons, CO

1. Open Board Meeting: Call to begin at 6:06 PM

Present: Kara Bauman, Leigh Williams, Erin Beisiada, Katherine Gregory, Leslie Reynolds, Smita Skrivanek

Not Present: Elizabeth Lennert, Agnes Rey-Giraud, Gil Sparks

2. Public input: NA

3. Consent Agenda -

a. Content

1. Minutes – Regular Meeting 2024.03.26

2. Combined 03.31.2024 Budget v Actual

b. Request for items to be removed

c. Approval of remaining items – **VOTE**

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

Kathy moves to approve consent agenda, Erin seconds,

vote: 4 - motion carries

4. Director's Report

a. Community Room Maximum Occupancy Load update

Kara: We're not in violation of any policies – Kara writing in the draft policy any conditions that are required.

b. Employee Handbook/PTO updates

Kara will strike the time limit on PTO from the handbook. (update was voted on already so not needed now)

c. MOU with Chamber re: Meeting Space booking

Kara: The chamber will have access to library booking calendar and can put their events on our calendar. They still have to agree to our terms which were sent to them – waiting on their feedback.

d. Updates to Meeting Spaces policy: **Done**

e. May 22 – Operationalizing the Standards meeting in Thornton (and Zoom)

Meeting is ay 9:30-11:30 AM, inviting 2-3 persons per library. Leslie will attend by Zoom.

5. Committee Reports

a. Finance, Erin Biesiada

1. Q1 Review: **tax money starting to come in. We have enough reserves to cover any potential shortfalls in the incoming money.**

2. Cemex: **nothing to report.**

3. Investment strategy, Leigh Williams of the Foundation

1. Please review Investment Policy

Lee talked about our financial options for the library funds and will send a list of current options in terms of financial vehicles before next meeting on Tues May 28 at 6PM.

- **Resolution to move on bank accounts and brokerage account – VOTE**
Erin moves:

- that concerning the three accounts in Wells Fargo: Checking, Payroll and Capital; remove Erin, Bill Palmer and anyone else not on the board who're still on the a/c, and add Agnes and Leslie as signers on those 3 accounts; Kara will remain as a signer.
 - Further, open a Wells Fargo trade/business a/c and designate Katherine Gregory and Leigh Williams as signatories.
- Katherine seconds; vote: 4 - motion carries**

6. Calendar of Upcoming Events

- a. April
 - 1. Revisit Budget after Q1 operations; review reserve funds; review Finance Policy (Treasurer)
Reviewed, all looks good.
 - 2. Review Audit report with auditor at April (or May) meeting
I missed what we said here.
- b. May
 - 1. Begin exploring staff benefit options (Ad Hoc committee)
 - 2. Review Board member terms and vacancies
 - 1. Begin recruiting as necessary
- c. Next Board Meeting: May 28 at 6:00 p.m.

7. Other Business

- a. Review By-Laws for April
Latest version updated 4/23/24. Erin moves to adopt latest update, Katherine seconds; Vote: 4 - motion carries.

8. Adjournment 08:15 PM