

# Lyons Regional Library District Board of Trustees

## Regular Monthly Meeting Agenda

December 4, 2024 at 5:00 pm

Lyons Community Library – 451 4th Ave, Lyons, CO 80540

1. Open Board Meeting. Called to order at 5:05 p.m. Present: Kara Bauman, Gil Sparks, Elizabeth Lennert, Erin Biesiada, Katherine Gregory, Smita Skrivanek, and Amanda Englehorn. Not Present: Agnes Rey-Giraud, Leslie Reynolds, and Carter Stepanovsky.
2. Public Input: N/A
3. Consent Agenda
  - a. Content
    - i. Meeting Minutes, November 19, 2024
  - b. Request for items to be removed
  - c. Approval of remaining items – Gil moved to approve agenda, Erin 2<sup>nd</sup>. **VOTE 5:0**
  - d. Discussion of removed items or re-assignment to a spot later on the Agenda: N/A
4. Director’s Report, Kara Bauman
  - a. Decide 2025 Holiday closures. Keep the same 13 holidays as 2024. Move to accept the holiday schedule by Kat, 2<sup>nd</sup> by Smita. **VOTE: 5:0**
5. Committee Reports
  - a. Finance, Erin Biesiada and/or Agnes Rey-Giraud
    - i. Investment updates
    - ii. November 2024 financials will be available for examination at next meeting
6. Calendar of Upcoming Events (from Annual Planning Calendar)
  - a. December
    - i. Make and file Budget and Appropriation Resolution and Resolution Setting Mill Levy (Treasurer) – *happening at this meeting*
    - ii. Discuss with Director her evaluation (President) - *complete*
      1. Send 2025 pay rate and benefit information to bookkeeper - *complete*
    - iii. Mill Levy Certification [and new required reporting] due to Counties by 12/15 (Director) – *in progress*
    - iv. Hold Staff Appreciation event – *complete, offered staff local gift cards*
  - b. Next Regular Board Meeting: January 28, 2025
  - c. Request to postpone Board Retreat on February 1, 2025. Kara will be working on trying to get this scheduled for February 8th instead. She will reach out to those not present to make sure the date change works.

7. Other Business

- a. Resolution 2024-07, Resolution to Adopt and Appropriate 2025 Budgets, Move to approve by Gil, 2<sup>nd</sup> by Kat. **VOTE: 5:0**
- b. Resolution 2024-08, Resolution to Set Mill Levy. Move to approve by Smita, 2<sup>nd</sup> by Erin. **VOTE 5:0**
- c. Board Member Vacancy
  - i. Smita Skrivanek has resigned her position; seeking Trustee to fill her vacancy. Kara will include a call in her Redstone article and through social media in Lyons and Pinewood Springs. This will be open until at least December 31, 2024.

8. Adjournment at 5:34 p.m.