

Lyons Regional Library District Board of Trustees

Minutes - Regular Meeting

January 28, 2025 at 6:00 p.m.

Lyons Community Library - 451 4th Ave, Lyons, CO

1. Open Board Meeting: 6:01pm, Present: Kara Bauman, Katherine Gregory, Carter Stepanovsky, Leslie Reynolds, Gil Sparks, Online: Agnes Rey-Giraud, Amanda Engelhorn. Public: Cathy Christiansen, Mark Browning, Pam Browning, Paige Perry, Elizabeth Lennert

2. Public input: compliments to the LRLB from Mark Browning

3. Consent Agenda

a. Content

1. Minutes – Regular Meeting 2024.12.04

2. Combined 11.30.2024 Budget v Actual

b. Request for items to be removed

c. Approval of remaining items – **VOTE: 6:0**, Gil first, Kat second

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

4. Friends Report (Pam Browning and Paige Perry)

a. The Book Sale was a great success, almost \$1800 was raised.

b. Annual Public Meeting: New board of 8 were elected.

c. Annual Trivia Night coming in February.

5. Director's Report

a. 2024 Year End Stats

b. Strategic Plan process update

1. Please check calendars for 3-hour Retreat availability June 11-15

a. Friday, June 13, 2025. 10am-1pm. Set as a Long Range Planning Retreat.

c. Two library staff went officially full-time and we are now running at three full-time employees!

d. Next step: Carter to send meeting invites to board members for upcoming meetings.

6. Committee Reports

a. Finance, Agnes Rey-Giraud

1. 2024 Wrap-up

2. COLOTrust update

a. Trust and budget were directly on target, nothing exceptional.

b. Any additional monies about reserves should be invested.

c. Next step: Finance committee to make recommendation about investment strategy

3. DOLA filing due by January 31, 2025

a. Signatures required by LRLB President and Secretary prior to the end of the meeting. **VOTE: 6-0**, Kat first, Agnes second

4. Combined 12.31.2024 Budget v Actual - request to review from Kat

a. What to do with excess net income. Answer was to bring it to the finance committee to make the final decision as stated above.

b. Question about the mechanism for balancing the budget in the report.

7. Calendar of Upcoming Events

a. January

1. Hold Annual Meeting – review By-Laws, Paper of Record, Posting Place, Indemnification, Board terms, elect officers (and update website accordingly), sign annual Conflict of Interest forms [Conflict of Interest Policy required update; move to Retreat]
 - Motion to reaffirm bi-laws with no changes - **VOTE: 6-0** Gil first, Agnes second
 - Motion to reaffirm paper of record (Longmont Times Call) - **VOTE: 6-0**, Gil first, Kat second
 - Motion to reaffirm Posting Place (website and lobby) - **VOTE: 6-0**, Gil first, Agnes second
 - Gil recommended to shift gender references to neutral reference; hold to approve until Retreat
 - Leslie suggested to move Board Terms conversation to retreat
 - Conflict of interests forms will be available at the retreat
 - Move to approve Carter to Secretary by acclamation: Gil first, Kat second, VOTE: 5:0, Carter abstained
 - Move to reaffirm Agnes to Treasurer by acclamation: Kat first, Gil second, VOTE: 5:0, Agnes abstained
2. Confirm Committee assignments
 - Kat agreed to serve as a member of the Finance committee with Kara and Agnes
3. Plan for Annual Retreat - addressed below
4. File Budget Message with DOLA by January 31 - addressed above

b. February

1. Schedule audit (complete)
2. Hold Retreat
- c. Next Board Meeting: Retreat on February 8th; next regular meeting February 25, 6:00 p.m. This item of the February 25th meeting will be discussed at the retreat. Possibly cancellation.

8. Other Business

a. Elect officers

b. Plan Annual Retreat

1. Saturday, February 8 (9am-1:30pm)
 - Action item: Kara, Amanda and Gil to coordinate box lunches / empanadas / dumplings
 - Business meeting commences at 9am
2. State Library Development Office visit to begin at 9:30am
3. Review By-Laws
 - Indemnification and Conflict of Interest is outstanding
 - Approve updated Conflict of Interest Policy • Sign Conflict of Interest forms/disclosures

c. Sign Director's 2025 Employment Agreement

9. Adjournment: 7:01pm.