

Lyons Regional Library District Board of Trustees

Regular Monthly Meeting Agenda

September 23, 2025 at 6:00 pm

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

1. Open Board Meeting
 - a. Motion to Approve or Amend Agenda – **VOTE**
2. Public Input
3. Consent Agenda
 - a. Content
 - i. Meeting Minutes, August 26, 2025
 - ii. Combined 08.31.2025 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 on the Agenda
4. Friends of the Library Report, no Friends liaison available
 - a. See notes in Director's Report
5. Director's Report, Kara Bauman
 - a. Trustee Track packet and 2025 Legal Update from CALCON in "Info for Board Members" Dropbox folder
 - b. New Technology and Facilities Coordinator job description in Director's folder
6. Committee Reports
 - a. Finance, Agnes Rey-Giraud
 - i. Investment updates including expected impact on 2026
 - ii. 2026 Budgeting Update
 1. Insurance Renewal deadline
 - b. Ad Hoc Benefits Committee
 - i. Total Compensation breakdown/benefits priority in Director's folder
 - c. Ad Hoc Policy
 - i. Staff Handbook
 1. General thoughts and suggestions? Final draft from Employers Council will be up for full Board approval following their review
 - ii. Up Next:
 1. Board Meeting Policy
 2. Computer and Internet Policy

7. Calendar of Upcoming Events (from Annual Planning Calendar)

a. September

- i. Begin Budget process for 2026, schedule a Strategy Session (Finance Committee then Board) – *in progress*
- ii. CALCON 2025 in Breckenridge, September 4-6 -- *complete*
- iii. Plan annual newspaper article acknowledging Friends to appear in October (Director) – *in progress*
- iv. Should see both county's Mill Levy certs – *prelims received*
- v. Begin Director Contract/Compensation discussion – *in progress*
- vi. NEW: QSEHRA/ICHRA allowance decision due by September 19; schedule (short) special meeting to discuss with firmer budget picture? -- *complete*

b. October

- i. Board to review and approve Budget (Treasurer + Director)
 - 1. At that meeting, set a date (usually at regular Board meeting in November) for the Public Hearing on the Proposed Budget (Treasurer)
 - 2. Notice the Public Hearing in our Paper of Record
 - 3. Make the Proposed Budget available in the library for the public (Director/Staff)
- ii. Post Legal Notice of Proposed Budget Hearing for minimum 1 week before scheduled Hearing in Paper of Record (President)
- iii. Consider Board Self-Assessment process (Ad Hoc Comm set by PP)
- iv. Make sure staff are prepared for open enrollment, typically Nov. 1 (Ad Hoc Comm)

c. November

- i. Hold Public Hearing on Budget
- ii. Receive final valuation from counties/prepare certification (Treasurer)
- iii. Review Board appraisals (Ad Hoc Comm set by PP)
- iv. Plan Staff appreciation
- v. Set/save date for 2025 Board Retreat

d. Next Regular Board Meeting: October 28, 2025 at 6:00 p.m.

8. Other Business

- a. 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 evaluation

9. Adjournment