

Lyons Regional Library District Board of Trustees

Regular Monthly Meeting Agenda

December 16 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. Special Benefits Meeting Minutes, September 15, 2025
 - ii. Meeting Minutes, November 18, 2025
 - iii. Special Budget Resolution Meeting Minutes, December 9, 2025
 - iv. Combined 11.30.2025 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
 - a. New Friends Board meeting December 18 to elect new officers
5. Director’s Report, Kara Bauman
 - a. Board approval of 2026 Holiday closures
6. Committee Reports
 - a. Finance, Agnes Rey-Giraud
 - i. Investment updates
 - ii. Certification of Tax Levies (and Mill Levy Public Information forms) for both counties submitted December 11, 2025
 - iii. Wells Fargo requested PDPA Custodial ID from the Colorado Division of Banking; application will be submitted pending Treasurer’s signature
 - b. Ad Hoc Benefits Committee
 - i. Staff/Board Holiday Gathering – staff (and families) issue a hearty “thank you” for the gathering!
 - c. Ad Hoc Policy
 - i. Staff Handbook – final edits almost complete; legal review and Board review/adoption to follow in January

7. Calendar of Upcoming Events (from Annual Planning Calendar)
 - a. December
 - i. Make and file Budget and Appropriation of Funds Resolutions and Resolution Setting Mill Rate (Treasurer) – *happened December 9*
 - ii. Discuss with Director her Evaluation (President) – *discussion occurred*
 1. **Send 2026 contract, rate, and benefit information to bookkeeper**
 - iii. Mill Levy Certification due to County Commissioners by 12/15 (Director) – *happened December 11*
 - iv. Hold Staff Appreciation – *happened December 2*
 - v. *From November: set date for 2026 Board Retreat*
 - b. January
 - i. Annual Meeting
 1. Review By-Laws
 2. Set Paper of Record
 3. Set Posting Place
 4. Review Board Terms, elect officers, update website accordingly
 5. Confirm Committee assignments
 6. Sign annual Conflict of Interest statements
 - ii. Plan for Annual Retreat
 - iii. File Budget Message to DOLA by January 31 (Treasurer)
 - iv. Submit annual report to Town of Lyons by January 15 (timing new this year)
 - c. Next Regular Board Meeting: January 27 at 6 p.m.
8. Other Business
 - a. Executive Session
 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 2026 contract
9. Adjournment