

**Minutes of the Regular Meeting of the
Lyons Regional Library District Board of Trustees**

December 12, 2017, 6:00pm at La Mariposa, Lyons

Called to order at: 6:05pm

Status	Name	Title/Organization	Status	Name	Title/Organization
x	Kathleen Crane	Pres/LRLD Board of Trustees	x	Dan Greenberg	Town of Lyons/Liaison
x	Lori Adams Weaver	Vice-Pres/LRLD Board of Trustees		Joe Meckle	Building Committee
	Erin Biesiada	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Sec/LRLD Board of Trustees		Quentin Rockwell	Wember
x	Lisa Sobeniak	Member/LRLD Board of Trustees (6:42pm)		Dennis Humphries	Humphries Poli
x	Sarah Catchpole	Member/LRLD Board of Trustees		Krishna Mainali	Humphries Poli
x	Sandy Banta	Member/LRLD Board of Trustees	X	Kate Kerr	Friends
x	Katherine Weadley	LRLD Library Director			GK Baum
	Jan Vermilye	Building Committee			Foundation
					Public

1. Public input: none
2. Consent Agenda
 - a. Request for items to be removed: Lori requests that last month's Minutes be removed
 - b. Approval of remaining items: Approved (6-0)
 - c. Discussion of removed items right here or re-assignment to a spot lower down in Agenda: Darcie moves for Minutes to be revised as per discussion of Item 10a, Lisa seconds; approved (6-0)
3. Friends Report: Kate updates on a new event being planned to be a Book Club Trivia Night. It is in the early stages of planning. REMINDER TO ALL: time to re-up membership
4. Foundation Report (please see Communications Committee Report)
 - a. Boettcher not accepting applications for 2018; brainstorming of other funding opportunities, how to increase activity and momentum, help Foundation get new members. Consensus that locals should approach local businesses. Dan suggests Julie Waugh + EDC members to help with the local business donor effort, & neighborhood HOAs for Markel & Cemex outreach. ACTION: Darcie to organize follow-up
 - b. Need to formalize a Donor Recognition Program for potential donors.
5. Library Director's Report: Year end tasks under control; good article in Money Magazine
 - a. Strategic Vision: Vision Document much admired and will be posted with very small revisions as discussed
6. Town Liaison Report:
 - a. on the Town side the URA (Urban Renewal District) agreement for the Eastern Corridor re-development is on hold while parties figure out the technical requirements of a Plan or not. Dan recommends we have somebody from LRLD attend any URA meetings to keep "in the know" even if we do end up having to share the vote/seat at the table with Fire District. ACTION: Dan will check on what the communication mechanism is regarding upcoming meetings, IGA drafts, etc—make sure the LRLD is on the distribution list. Also, Kathleen should email Victoria to check-in regarding this same issue of info flow.
 - b. Legal Description of new site: very complicated and still not done

- c. Board of Adjustment: chair Connie Eyster will have to recuse herself since she also serves on the board of the LRLD Foundation. Another member may also have to recuse due to hosting a fund-raising party. Dan says there is a procedure in cases like this to keep the BOA from falling below quorum. ACTION: Dan will alert Mayor Connie to the situation
7. Committee Reports
- a. Building Committee
 - i. Legal Description: progress effectively stopped at moment due to need for survey data (CAD data from Flatirons Survey)
 - ii. Desire to do Board of Adjustments first--but again need for CAD survey data.
 - iii. IGA – Sandy requests that the Sketch Plan Review, which has been added to the process by Town, be counted as part of our “first review.” Per the IGA our first review will have fees forgiven.
 - iv. ACTION: Dan says he will reach out to Paul (Planning) re: CAD Data and Sketch Plan Review issues
 - b. Finance Committee
 - i. Erin not present, but nice report in Dropbox
 - ii. Discussion of URA-MOU with Fire District; Fire District has presented a draft but LRLD wants more info and a mechanism to ensure equal vote representation. Perhaps either a shorter term or rotating seats. No vote – continued to 2018.
 - c. Policy Committee: Volunteer form is in the Consent Agenda; in 2018 Lisa will be returning to chair position and Lori moving into Secretary; name will change to Policy Review. The Director will first-draft Library policy and Board members will first-draft Board/District policy. All policies will be reviewed by this committee before being brought before the Board for approval.
 - d. Communications Committee: Updates beyond the Report = Katherine placed good end-of-year articles in both papers.
 - e. Nomination Committee: In 2018 Nominations and Human Resources will merge into one Committee to be called Human Resources
 - f. HR Committee: see above
8. Other business
- a. Schedule a By-Laws revisions workshop: 5:30pm Jan 16, 2018
 - b. Plan for January 16, 2018 Meeting
 - i. Officer positions will be changing with Lori for Secretary and Darcie for Vice-Pres: ACTION: they will meet over the holidays for orientation.
 - ii. Starting 30 minutes early (see By-Laws workshop above)
 - c. Looking ahead: Trustee Handbook in February 2018
 - d.

Adjourned at: 7:30pm

Consent Agenda Items Passed on Consent:

1. Volunteer Form (from Policy Committee)
2. Certification of Tax Levy Boulder County
3. Certification of Tax Levy Larimer County
4. Resolution Certifying Mill Levy