

Lyons Regional Library District Board of Trustees

Minutes September 19, 2017, 6:00 PM

Main St Library

<p align="center">Minutes of the Lyons Regional Library District Board of Trustees Sept 19, 2017 at 6:00pm at the Main St Library Called to order at: 6:03pm</p>					
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
x	Erin Biesiada	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Sec/LRLD Board of Trustees		Quentin Rockwell	Wember
X	Lisa Sobieniak	Member/LRLD Board of Trustees		Dennis Humphries	Humphries Poli
x	Sarah Catchpole	Member/LRLD Board of Trustees		Krishna Mainali	Humphries Poli
	Sandy Banta	Member/LRLD Board of Trustees		Kara Jostis	LRLD Friends
x	Katherine Weadley	LRLD Library Director		Alan Matlosz	GK Baum
	Jan Vermilye	Building Committee	X	Christina Wells	Friends

1. Public input: none
2. Consent Agenda
 - a. Request for items to be removed: none
 - b. Approval of remaining items: Lori moves, Darcie seconds, approved (5-0)
 - c. Discussion of removed items right here or re-assignment to a spot lower down in Agenda
3. Friends Report: newsletter out, next meeting Oct 8, planning for Spooktacular, [ACTION: Darcie to send Christina info on PayPal for non-profits], Kathleen invites to a Building Committee to hook into planning for Friends space there, which leads to discussion of Book Sale Committee as fund-raiser for new building, discussion of fund-raising parties
4. Foundation Report (see Communications Committee Report) parties, bz cards, Kathleen passes out her invites as a sample and requests more hosts; OK if parties take place in November or December`
5. Library Director's Report: infographics are in Reports. Discussion of upcoming trends. Thanks to Lisa for doing a great Story Time, plus Frieda the Book Burro made national news. Thanks to Georgia & Joe for the burro and Friends for the books. Extra eclipse glasses can be turned in for re-distribution by Astronomers Without Borders.
6. Town Liaison Report: Discussion on progress and communication with Town planner & Board. Discussion of topo needs: delineating costs for different aspects, Town doing some, District doing others. Dan asks if we still want the Site Lease second reading on Monday, Oct 2 (BOT) or to hold over. It will be a Public Hearing. ACTION: Deadline = let Dan know by end of this week, and have update ready for packet. LRLD Legal should be there to answer any questions—it is a very technical document.
 - a. ACTION: Kathleen to confirm Site Lease Public Hearing on Oct 2 or hold over

- b. ACTION: Update Site Lease & get to Town in time
 - c. ACTION: LRLD bring Legal to Public Hearing to be on hand to answer any questions
7. Discussion of IGA. Clarification of site review process.
8. Committee Reports
- a. Building Committee
 - i. Vote on sharing survey costs with Town; Darcie moves to approve, Lisa seconds, approved (6-0)
 - b. Finance Committee
 - i. Review the more detailed 2018 Budget
 - ii. Schedule 2018 Budget for Approval (regular Nov meeting)
 - iii. COPs: Financing Parameters Resolution Darcie moves to approve, Erin seconds; approved (6-0)
 - iv. COPs: Underwriter Agreement with G.K. Baum (Darcie moves to approve seconds, Sarah seconds; approved (6-0)
 - c. Policy Committee
 - i. Capital Projects Financial Policy (regular process plus how change orders are approved): Darcie moves to approve with changes as discussed, Sarah seconds; Approved (6-0)
 - ii. Financial Policy: Discussion on raising regular automatic check limit from \$3,000.00 to \$5,000. Extensive changes made to draft version. Updated version be placed on Consent Agenda for regular October meeting. Voting held over to next meeting.
 - d. Communications Committee
 - i. Outreach opportunities discussed. Possibility of a table at Holiday Bazaar needs more research. Darcie & Katherine to follow up.
 - ii. Who wants a business card ..? Everybody. Darcie to follow up.
 - iii. DOLA & SDA verbal updates.
 - e. Nomination Committee
 - i. Nothing to report.
 - f. HR Committee
 - i. Discussion on how to provide benefits: contractual (CBET) provider vs. bonus. ACTION: Katherine to follow up on our definition of full-time. Decision held over to next meeting.
9. Other business
- a. Plan for September Meetings, plus any Special Meetings that might be necessary
 - i. Opportunities
 - Oct 7 @ 6:30-8pm LAHC Art Show Reception & Potluck @ Town Hall
 - Halloween (Friends is doing activity)
 - Holiday Bazaar 1st Saturday in December
 - ii. 2018 Budget /Objectives/Calendar Workshop - October 3 from 4-7 @ Crane House 10/17

Adjourned at: 9:05

Consent Agenda Items

Regular Board Meeting Minutes (Aug 15)

- 1. Aug 24 Special Board Meeting Minutes
- 2. Sept 12 Special Board Meeting Minutes