

**SOUTHWEST LA PLATA LIBRARY DISTRICT
BOARD MEETING MINUTES
20 July 2021**

1. Call to Order

The meeting was called to order at 9:47 am. In attendance were Nycole Eoff, Scott Davey, Cynthia Loebig, Patricia Johnson, Rebecca Benally, Nona Dale, Liz Van Taufkirchen, Karen Cheser, Peter Miesler, Anna Szczepanski, and Roy Horvath.

2. Approve Agenda

3. Consent Agenda

A motion to approve the minutes from the special board meeting was made by Nona, seconded by Cynthia; unanimous approval. A motion to approve the minutes from the regular board meeting was made by Nycole, seconded by Nona; unanimous approval.

4. General Business

5. Visit by Durango School District 9R Superintendent, Karen Cheser.

Karen shared her background. Nycole and Roy shared the history of the library district and shared why the libraries are important to the communities. Nona brought up difficulties regarding shared space. The board would like to see better community access to the libraries.

Karen wants to provide as many opportunities in rural communities as possible. Discussed afterschool programs in order to help increase/maintain enrollment at the schools. Discussed increasing space for the libraries to use.

6. Update from Friends of Library members - 10 Minutes -
Discussed ongoing rodeo presence at fair. Library district will suspend attending rodeos in August and focus on fair preparations. Please sign up to help with the fair. If necessary, we can pay our subs to represent the library district at our booth. Also discussed prizes/giveaways for people who visit our fair booth.

7. Update from Library Director - 15 Minutes

Branches are being deep-cleaned; Sunnyside will be closed for 3 days.

8. Committee updates - Management, Finance, Strategy/Development

a. Financial review – 15 Minutes

Scott will work with Patty on a revised budget. Assessed values for next year will come from the county in August. Our proposed budget is due by 10/15; public notice, comment period, and budget adoption must occur by 12/14. The district must file a certification with the county for our mil levy. The board should come up with a wish list for budget items.

How can we use the budget process to increase community involvement? Have a community meeting in September or October and talk about how we are budgeting our money.

TABOR restricts entities from making multi-year spending commitments, but money can be saved from year to year. Contingencies and reserves are OK. The board must approve putting money in a capital reserve account.

TABOR requires a 3% operational reserve (minimum). We can set our own reserve level. Can be based on a certain number of months instead of a percentage.

Visit by Clyde Church. Discussion about library's progress and housing issues in the county.

Marcia Porter Norton also visited. Discussion of resolution supporting literacy.

Scott drafted a travel policy for out-of-town candidates for employment. Also drafted general guidelines for travel for employees/board members.

b. Review/approve updated posting notice for Library Director including provisions for travel reimbursement

Telluride people recommend \$1000. Be cautious about what you promise for reimbursements. Tax and accounting issues abound.

Scott would like all spending below \$1,000 to require one signature; but anything over \$1,000 to require two signatures.

The board should pass resolutions for recurring payments & large expenditures (big projects).

Brief afterschool discussion. Should we proceed or wait? Decide next week.

All Below tabled:

c. Review/approve proposed changes to interview/selection process

d. Review/finalize/approve dates for posting, submittals, question responses, short list selection, posting of finalists, final interviews/visits and selection/negotiation process.

e. Determine process for mission, vision, values, strategic plan and develop relevant timeframe, may include adoption of initial mission & vision for SWLP District

9. Other Items

Special Meeting, next week tbd

10. Adjourn

The meeting adjourned at 11:42.

Next SWLPD Board meetings - August 17, 2021 and September 14, 2021