

**SOUTHWEST LA PLATA LIBRARY DISTRICT
BOARD MEETING MINUTES
19 OCTOBER 2021**

1. Call to Order

The meeting was called to order at 9:34 am. In attendance were Nycole Eoff, Scott Davey, Patricia Johnson, Rebecca Benally, Nona Dale, Alana Ostrander, Liz vonTaufkirchen, Tricia Winslow and Roy Horvath.

2. Approve Agenda

3. Consent Agenda

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

4. Update from Friends of Library members - 10 Minutes -

5. Update from Library Director - 15 Minutes

State grant to libraries \$5500

- Reimbursement basis. Receipts do not need to be submitted, only kept on file in the event of an audit or question.
- Generally, all circulating materials (except entertainment DVDs), including kits and manipulatives, patron-facing technology, educational apps, non-circulating materials for staff use in educational programming events such as storytimes are eligible expenditures.
- All funds must be spent by June 15, 2022.
- Last day to request funds is June 30, 2022

American Rescue Plan Act (ARPA) grant \$6000

- Reimbursement basis. Copies of receipts must be submitted
- Spending priorities are to support digital inclusion efforts, support library services to meet the needs of the community, provide educational resources.

- Last day to request funds is Sept. 16, 2022

After school Enrichment Program (ASEP)

- Twice per week, Tuesdays and Thursdays 2:30-4:30 FLM; 2:50-4:50

SS

- Chris Conrad leading FLM
- Lauren Weinberger leading SS
- Principals are providing space in the school outside of library

- Participants need to register by calling library; 15 max for attendance to begin

Powerhouse

- Met with Karen Cheser last week
- 9R has arranged to pay for 10 2-hour Powerhouse programs per location.
- I'm waiting for a call back from education outreach liaison at Powerhouse to learn how the programs are delivered: monthly themes, one and done, etc.
- Then we will determine when to offer (most likely in January/February when kids are more confined indoors)
- Supplement our T/Th programs

School Library Services

- FLME students coming in a few at a time to check out books from the library
- SS students coming in as whole or half classes

Professional Development

- Chris attended virtual CLEL CON last week
- Tricia attending ARSL in person this week (scholarship)

7. Update from Full-time Library Director – 15 Minutes

Liz Von Taufkirchen:

Liz would like us to subscribe to Overdrive (\$3000) and to consider using the Marmot ILS (\$10,000).

The board went into executive session at 11:15

8. Board review and action on negotiated employment details for full time District Director – 10 Minutes

A motion to approve the employee negotiation and contract terms for Liz vonTaufkirchen was made by Rebecca; seconded by Cynthia; unanimous approval.

Employee negotiation & Contract terms; Rebecca; Cynthia; unanimous

9. Committee updates - Management, Finance, Strategy/Development – 10-15 minutes per item

a. Financial review

Check for financial information on the shared drive.

b. Identification of personnel policies to be developed pertaining to setting a pay range for employees, creating job descriptions and pay ranges for new positions, hiring of permanent part-time employees and change of

employment status from on-call to permanent part-time and associated pay raise, if applicable.

A time to meet as management committee with new library director will be determined via email.

A motion to classify Lauren as a permanent part time employee with twelve hours per week, being paid \$15.00 per hour was made by Scott; Seconded by Nona; unanimous approval.

Executive session ended at 11:34

c. Final budget review and adoption for noticing of budget for public review

A few small changes have been made. The budget will be posted and available for public review (30-day comment period). Will approve next meeting and submit to county.

Cynthia suggested that we create a list of priorities for our capital reserve account.

A motion to accept the budget as proposed pending public comment was made by Cynthia; seconded by Nona; unanimous approval.

A motion to approve the amended credit/debit card policy was made by Cynthia; seconded by Nona; unanimous approval.

d. Website transition update

Trouble with emails. Still working on it

e. Schedule location date, time and agenda for retreat with full time director, interim director, all Board members, current staff and representative(s) from Friends group

Full day retreat; 3 hours with board, Patty and iz; 2 hours with the branch managers.

November 16; board meeting simultaneous with retreat; Breen Building
Send Roy items to discuss (Policies; IGA; Archiving; Programming; Capital Improvements; etc).

10. Other Items

Board configuration from 7 to 5? Recruit new board members?

Roy will send an email to the commissioners to find out if we can change the board configuration. Meanwhile new board member recruitment will commence.

11. Adjourn: 11:58 AM

Next SWLPD Board meetings - November 16, 2021 and December 21, 2021