

**SOUTHWEST LA PLATA LIBRARY DISTRICT
BOARD MEETING MINUTES
18 JANUARY 2022**

1. Call to Order

The meeting was called to order at 9:30 am. In attendance were Nycole Eoff, Scott Davey, Trish Winslow, Rebecca Benally, Peter Miesler, Cynthia Loebig, Liz vonTaufkirchen, Nona Dale and Roy Horvath.

2. Approve Agenda

3. Consent Agenda

A motion to approve the minutes from the December 21, 2021 board meeting was made by Scott, seconded by Nycole; unanimous approval.

4. Public comment

None

5. Update from Friends of Library members

None

6. Update from District Director

Liz gave a thorough accounting of the state of affairs at both branches including technology upgrades, afterschool enrichment activities, remodelings of the Sunnyside Library. She mentioned that Sunnyside shelving needs to be reinforced. Chris would like endcap display shelves at Fort Lewis Mesa. Liz provided information regarding her meeting with Dr. Chesser. She described her efforts to include all of our district's 0 to 4-year-olds in the Dolly Parton Imagination Library program and also wants to engage our patrons in the Growing Readers Together program.

A discussion about updating the signage at Sunnyside occurred. Technology triumphs and troubles were shared including the fact that we won't have computer access from the school district during the summer and that public printers are not economically feasible at this time. A potential shared book mobile for La Plata County was discussed.

Both branches will have a Take and Make Valentines activity. The summer reading program theme is "Ocean of Possibilities" and planning committees are being formed from staff members.

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

1. Financial status update

Our finances are in good shape. Nothing unusual or out of the ordinary happened in December. A couple of discrepancies were found in Quickbooks; Scott is looking into it. Our budget needs to be filed with DOLA by the end of January.

SDA membership renewal needs to be filed and paid for by May (\$500).

Scott motioned that we renew our membership in the SDA and pay the dues of \$500, seconded by Nona; unanimous approval.

The district will now receive monthly statements from Amazon which will simplify branch library purchasing procedures.

A. Resolution pertaining to reserve funds

The resolution was edited to reflect a more general use of reserve funds.

A motion was made to approve resolution 2022-2 with changes by Rebecca, seconded by Peter; unanimous approval.

2. Finance Committee Update

3. Management Committee Update

A. Resolution and policy update pertaining to sick/vacation leave and employment category updates

A motion to approve resolution 2022-3 which defines the labor categories of the district was made by Cynthia, seconded by Nycole; unanimous approval.

A motion to approve the updates to the employee handbook was made by Nona, seconded by Scott; Roy amended the motion to include an appendix listing changes to the document chronologically; unanimous approval.

Interview committee and time line for SS branch manager:

Post position until 2/11;

Application review until 2/14;

Interviews 15-18
Potential start date 3/1

Possible interview committee members: Cynthia, Roy, Patty, Nona,
Chris

4. Strategy/Development Committee Update

9. Other Items

Library Board Member vacancy: The following names have been suggested:
Vaughn Johnson, Janet Kuss, and Rachel Latham. Rachel is not available at
this time.

A discussion about the district's Zoom meeting procedures was held.

10. Adjourn
Meeting adjourned at 11:40 am

Next SWLPLD Board meetings - February 15, 2022 and March 15, 2022