

**Southwest La Plata Library District
Board of Trustee Meeting Minutes
October 21, 2024**

1. Call to order

The meeting was called to order at 4:07 PM. In attendance were Rebecca Benally, Janet Kuss, Sharon Orr, Lara Aase, Scott Davey, Peter Miesler, Roy Horvath

2. Approve Agenda

Motion to approval the October 21, 2024 Agenda by Peter, second by Janet; unanimous approval.

3. Consent Agenda

A motion to approve Minutes from September 16, 2024, Director's Report, Financials was made by Sharon, second by Peter, with correction to move Management Committee Report out of Consent Agenda; unanimous approval.

4. Public Comment-None

5. Update from Friends of Library members-None

6. Update from District Director & Branch Managers

A. Unattended Child and Vulnerable Adult Policy Review

Discussion-a few revisions made from original policy of 2021 and a few minor punctuation changes; Motion to approve made by Sharon, second by Janet; unanimous approval.

B. Fort Lewis Mesa Branch Marquee

Discussion regarding FLM request for a \$3,000 contribution to new Marquee; positive response with the understanding that we can share in its use, perhaps partial use in school year, more use in summer months. Director will discuss further with FLM Principal and an IGA will be written.

C. Ignacio Book Mobile

Discussion about possibility of Library District being on the route schedule; positive response to try it for 12 months, route stops and frequency to be determined with details to follow.

D. Library Pits completed October 21 and 22 except for carpeting.

E. SIPA Grant-\$32,000 covers equipment; Starlink will be the Internet provider for both library facilities, separate from the school district's. All associated costs (hardware, software, internet, installation, maintenance) maintained by SWLPLD. IT Voice will maintain technology on a monthly basis. Need uninterrupted power source (UPS) for equipment at Kline building, and antennae to link school and Kline building. Sunnyside set up is standard.

F. Hoopla Digital-provides books, movies, TV, music streaming service. Library Patrons download at Library, watch at patron location and have certain amount of days to watch

item. Library can cap usage of patron who exceeds streaming limit if needed.
Instructions and rules of usage will be written.

G. Rebecca will be gone November 1st - 8th and 14,15, 16

7. Committee Updates

A. Strategic Plan and Development Update

1. Rebecca and Peter will do a walk-through at the Kline property in order to assess the necessary winterization for the building.

B. Finance Committee

1. Budget review: On track to finish budget and submit resolutions; elections will not change budget for 2025 but going forward we may have to adjust given the 10.5% property tax growth (two year assessment cycle begins), which is a complex calculation.
2. Bank signatories will be Rebecca, Peter, Nycole, Scott

C. Management Committee Update

1. Staff Party is Wednesday, December 11th, 5:30 PM at Purple Cliffs; Dinner provided for Staff and Trustees; gifts for Staff
2. In order to book the Meeting Room for 2025 at Purple Cliffs, the monthly meeting schedule was discussed. In order to accommodate all Trustees, it was determined that meetings need to be scheduled at **4:30 PM for the remainder of 2024 and 2025**. Dates for the remainder of 2024 and proposed dates for 2025 are as follows, but they are subject to change depending on future Trustee preferences and Purple Cliff's Meeting Room availability:

November 18th

December 16th

2025

1/20 (inauguration and Martin Luther King Day)

2/17 (Presidents' Day)

3/17

4/21 (Easter Monday)

5/19

6/16

7/21

8/18

9/15

10/20

11/17

12/15 (Hanukkah starts)

8. Other Items-none

9. Adjourn: 6:56 PM

Next SWLPLD Board meetings: November 18, 2024 and December 16, 2024 at 4:30 PM