

**Southwest La Plata Library District
Board of Trustee Meeting Minutes
November 18, 2024**

1. Call to Order

The meeting was called to order at 4:36 PM. In attendance were Rebecca Benally, Janet Kuss, Amanda McKown, Sharon Orr, Lara Aase, Scott Davey, Peter Miesler, Roy Horvath, Janelle Blake, Jade Parkinson

2. Approve Agenda

Motion to approve the November 21, 2024 Agenda by Sharon, second by Lara; unanimous approval.

3. Consent Agenda

A motion to approve October 21, 2024 Minutes, Kline Building Phase 1 Plan, November Board Report made by Pete, second by Sharon; unanimous approval.

4. Public Comment

FLM elementary 4th graders won 6th place at the Logo Contest.

5. Update from Friends of Library members-None

6. Update from District Director & Branch Managers

- Sunnyside Students thanked Veterans and acknowledgement of such appeared in the Durango Herald
- Constant Contact-request to use it in the libraries but various pricing quotes will be obtained before subscription is purchased.
- 16 guests attended FLM Tea, 8 of whom had never been to the Library.
- James Jaynes Construction did a great job filling “library pits” and a thank-you basket of goodies will be sent.
- Charlie Brown Thanksgiving event at Sunnyside.

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

A. Strategic Plan & Development

1. Kline Property- Water will be turned off and propane heat will be set at 50 degrees in the basement. Building winterization complete with painted plywood installed on North basement windows, and tape over some broken window gaps.
2. Architectural plans were reviewed of ramp to kitchen, ADA bathroom and conference area.

B. Management Committee

1. Discussion: In New Member Training Manual add Budget, Annual Timeline (business and social), Summary of Colorado Executive Sessions in order to help the onboarding process for new Board of Trustee members, as well as standing members.
2. Holiday Staff Party
December 11, 2024, **6 PM** at Purple Cliffs; Discussion about menu and gifts

C. Finance Committee Update

1. 2024 Year to Date actuals (through October) are very close to budget.

D. Financial Status Update

1. 2025 Budget

It is difficult to know how the state will handle taxes and how that will affect budget.

2. Resolution Number 2024-7: Resolution to Adopt 2025 Budget was read aloud and unanimously approved.

3. Resolution Number 2024-8: Resolution to Appropriate Sums of Money was read aloud and unanimously approved.

8. Other Items

A. Executive Session- CRS 24-6-402 (4)(f) personnel matters; motion made by Lara, second by Peter; unanimous approval.

9. Adjournment at 6:15 PM

Next SWLPLD Board Meetings- December 16, 2024 at 4:30 PM; January 20, 2025 at 4:30 PM