

**Southwest LaPlata Library District
Board Meeting Minutes
August 19, 2024**

1. Call to order

The meeting was called to order at 4:00 PM. In attendance were Rebecca Benally, Janet Kuss, Sharon Orr, Amanda McKowen, Lara Aase, Peter Miesler, Scott Davey

2. Approve Agenda

Motion to approve the August 19, 2024 Agenda was made by Janet, second by Amanda; Unanimous approval

3. Consent Agenda

A motion to approve Minutes from July 15, 2024 Board Meeting with correction to reflect Scott and Janet's terms to end January 31, 2025, and the Director's Report was made by Scott second by Sharon; unanimous approval.

4. Public Comment

None

5. Update from District Director & Branch Manager

A. Signage with hours for both Library's front entrances will be posted when remodels are complete and confirmed with 9R.

6. Committee Updates: Management, Finance, Strategy/Development

A. Strategic Plan & Development

1. Committee members (Peter, Sharon, Rebecca) will meet in early September to discuss Kline property next steps. Architect is drawing plans for functionality and ADA requirements, and to vacate existing roadway easement.

B. Finance Committee

1. Two new contacts needed for SDA property and liability insurance- Peter and Amanda. In October, the annual survey will need to be filled out and include the Kline property data; it will be added immediately for current coverage.
2. Bank signer forms for SW Bank to be filled out for changes if necessary-Scott, Peter, Janet (Board members), Rebecca, Nycole (Staff members).
3. Nycole is learning how to do Payroll with guidance from Treasurer.

C. Financial Status Update

1. Budget is under in some areas, over in others
2. 2025 Budget will be dependent on taxes and legislative initiatives on November ballot; possibility that budget will have to be amended to reflect changes

D. Management Committee

1. Master list needed for Employee and Operational Policies for committee review.

7. Other Business

- A. Finding new board members (2 in our district) is vitally important; all need to reach out to community members.
- B. Scott will provide Sharon with a summary of Treasurer's description; Board Treasurer Activity List has been submitted.

Adjourn: 5:22 PM

Next SWLPLD Board Meetings: 4:00 PM September 16, 2024 and 4PM October 21, 2024