

**SOUTHWEST LA PLATA LIBRARY DISTRICT
BOARD MEETING MINUTES
20 APRIL 2021**

1. Call to Order

The meeting was called to order at 9:32 am. In attendance were Kim Martin, Peter Miesler, Nycole Eoff, Scott Davey, Cynthia Loebig, Patricia Johnson, Nona Dale, Rebecca Benally, Tricia Winslow, and Roy Horvath.

2. Approve Agenda

3. Consent Agenda

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

4. General Business

5. Update from Friends of Library members - 10 Minutes - to include update on Little Libraries and book storage space at Fort Lewis Mesa Elementary

Kim Martin described an eventful Friends' meeting. They would like direction from the board and an MOU between the board and the Friends. The Friends are working on finalizing their webpage. They want to grow to have 100 friends (the goal is within 90 days). They want to have a large group of friends in order to have a large pool of people to ask for help and donations. Can Scott send our budget to the Friends so that they can look for ways to supplement our budget?

Rodeos: Alana wants a presence at the approximately 12 community rodeos that will be held this summer. She feels that it is good for us to support local, rural events, and is looking for help to do that.

Little libraries: The Sunnyside Market and Old Fort Little Libraries will be opening within the next couple of weeks.

Shall we begin a Community Champion program for the libraries? It would recognize donors/volunteers, etc. and be good advertising.

6. Update from Library Director - 15 Minutes, including overview of summer reading program and additional activities planned or in process

Summer Reading Program plans are underway. The theme is "Tails and Tales." Three special presenters have been secured: Ruby Balloon, Bruce LeClaire, and the Wild Raptor Organization. The program starts June 16 and runs through the end of July (7 weeks total). There will be a Wednesday morning program at each library.

Thursday at 6:00 pm will be a "Wilderness in America" presentation by Andrew Gulliford. Sign up on the Facebook page.

Tricia and Patty will talk about the library district on KDUR radio.

Discussions are underway to extend the library hours during the summer, including Saturday hours. All proposals would require more staffing. A management committee meeting to discuss these ideas will be held 4/29 at 9:30, via Zoom.

There will be a resource fair in August at both schools.

We need adult seating for the libraries—how can we accomplish that?

Update on Library Director search process: We currently have 3 qualified applicants. We will run the ad one more week in the Herald. (4/28, 30, & 5/1)

Patty and Roy are working to getting Sunnyside partnered with the Family Center.

After School Program proposal:

The after school program is not child care. Rebecca and Patty will continue to work on the details and bring a proposal to the management committee. They will work with the finance committee as well.

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

a. Financial review – 15 Minutes

i. Proposal from Backlogbegone - Take over current detailed transactions, reviewing last year's activity and catch up on Quickbooks (this year's transactions).

Scott recommends that we use Backlogbegone until the Library Director decides how s/he wants to run financials. The cost is around \$150-300/month.

A motion to use Backlogbegone was made by Cynthia and seconded Nona; unanimous decision. Scott will sign the contract with them.

We have to file budgets, but not tax returns; we need to find an auditor for next year.

b. Review proposed changes to IGA with School District

Roy is working on these changes. One of the remaining sticking points is building use. Dan informed the building principals that they need to work with their staff within the buildings to schedule proposed library uses. This should not be done at district the district level and there should be no fees.

Roy is also working on coordinating insurance, to make sure library patrons are covered wherever library programs are taking place.

8. Other Items

For future discussion: How do we determine what we want to promote on our website (from third party organizations)? We need to establish guidelines and share those guidelines with Friends.

A Staff Appreciation Social will be held May 21 at 4:30 pm, at the Breen Building.

A working retreat will be held after the new Library Director is hired.

9. Adjourn

The meeting adjourned at 12:00 PM.

Next SWLPD Board meetings - May 18, 2021