

Berthoud Community Library District

Board Meeting Minutes

April 13, 2016

Call to Order: Ken Mathias called the April 2016 Board meeting to order at 7:04 PM

Roll Call in Attendance: Trustees Ken Mathias, Vickie McLane, Marie Bernard, Lorna Greene, Diane Brotemarkle, Paul Schumacher and Mary Tonsing. Director Amie Pilla. Public in attendance: Hank Stuck. Recorder, Lorna Greene, Secretary.

Minutes: Motion 0416.01 A motion to accept the minutes with approved changes was made, seconded and carried.

Reports:

Amie presented the Director's report. Items of interest from director's attendance at the recent Public Library Association (PLA) conference in Denver were shared. The Colorado Library Consortium (CLiC) Spring Conference was cancelled due to weather. The library was closed one day for snow. Amie discussed the library's customer service standards that all staff are expected to follow. Information was presented on Book Club and spring break activities; building repairs, annual report submission, donations from the Friends, lawn signs advertising summer reading program and possible additions to story times in the fall.

Public: None to report

Treasurer's Report: Motion 0416.2 A motion to receive the March 2016 financial report was made, seconded and carried.

Acceptance of Expenditures: Motion 0416.3 A motion to accept expenditures was made, seconded and carried.

Strategic Plan:

Amie Summarized information from the PLA conference on constructing a strategic plan and new formats being used. The focus is currently being placed on impact rather than on statistics of specific programs. The Board agreed after discussion to entertain these new formats when

the Strategic Plan is again a focus. The immediate board priorities are to revise the Personnel Policy, prepare an employee handbook, and review and update library policies.

Old Business:

IT systems and policy updates:

IT filtering and threat protection has been upgraded by RCOM. The library will now strictly adhere to the Internet Safety and Use Policy, specifically by requiring identification prior to patron use. Minor changes to that policy will be presented to the board at the May meeting. The issue of updating compensation for services from RCOM will be placed on the May agenda.

Other Business: None

New Business:

Personnel Manual and Employee Handbook:

Lorna Greene and Marie Bernard will begin work on revision of the Personnel Policy with input from Amie and report back at the May meeting. They will also be developing an Employee Handbook.

Policy Revisions:

Ken Mathias and Diane Brotemarkle will begin working with Amie on revision of library policies And report back at the May meeting.

Other Business: None

Adjournment: Ken Mathias adjourned the board meeting at 8:37 PM.

Next Meeting: May 11, 2016

Respectfully submitted:
Lorna Greene, Secretary