

Berthoud Community Library District

Board Meeting Minutes

March 9, 2016

Call to Order: Ken Mathias called the March 2016 Board meeting to order at 7:03 PM

Roll Call in Attendance: Trustee Ken Mathias, Vickie McLane, Marie Bernard, Lorna Greene, Diane Brotemarkle, Paul Schumacher and Mary Tonsing. Recorder Jennifer Miller. Library staff member Elizabeth Lawrence and RCOM representatives Rick Raesz and Alex Raesz.

Minutes: Motion 0316.01 A motion to accept the minutes with approved changes was made, seconded and carried.

Reports:

Trustee Ken Mathias presented the Youth Director's report which will be part of the minutes.
Public: No public present

Treasurer's Report: Motion 0316-02 A motion to receive the February 2016 financial report was made, seconded and carried.

Acceptance of Expenditures: Motion0316-03 A motion to accept expenditures was made, seconded and carried.

Strategic Plan:

No Report

Old Business:

Director Status:

Amie Pilla has accepted the position of Director and her start date will be March 15, 2016. At that time Board President Ken Mathias will be removed from the bank accounts. Director Amie Pilla and Board Secretary Lorna Greene will be signers on the accounts.

Approval of audit exemption:

Motion 0316-04 A motion to accept the exemption of audit was made, seconded and carried. All Trustees signed the audit and the audit will be returned to the accountant and they will mail the audit directly to the Colorado Office of State Auditor.

Email procedures:

All email addresses were confirmed to each trustee and will be used for all correspondence pertaining to the Berthoud Community Library Board of Trustees.

Other Old Business: None

New Business:

Building damage:

The front door has a small chip and was looked at by Abbott Glass who determined that the glass was safe and no repair was necessary. The downspout on the northeast side of the building was damaged by snow removal from McCrary and Sons. They were contacted and repairs are being made.

IT operations briefing:

Rick Raesz of RCOM, the firm hired by the library for IT services, gave a presentation on internet protection in public libraries, recommended hardware upgrades, and maintenance requirements. A proposal will be submitted. Advice was given on near-term strategies to maximize speed and maintain compliance and security of office and public computers. One immediate action will be require users to sign an internet safety and use acknowledgement form.

IT systems and policy update:

The library has in place the Computer and Internet Safety and Use Policy. Mr. Raesz indicated the policy is very good. He will provide minor comments on the document for board consideration.

Other New Business: None

Adjournment: Ken Mathias adjourned the board meeting at 9:01 PM.

Next Meeting: April 13th

Respectfully submitted:

Jennifer Miller