

Berthoud Community Library District

Board Meeting Minutes

September 13, 2017

**Call to Order:** Lorna Greene called the September 2017 Board meeting to order at 7:00 PM

**Roll Call in Attendance:** Trustee Lorna Greene, Vickie McLane, Marie Bernard, Natalie Vogt, Paul Schumacher, Emmy Ingham and Erin Coleman. Library CEO Amie Pilla. Absent, Recorder Jennifer Miller.

**Public Participation:** No public present.

**Minutes: Motion 0917-01** A motion to accept the minutes was made, seconded and carried.

**Reports:**

Amie presented the CEO's report, Youth Services report and Statistics, which will be part of the minutes.

**Financial Report: Motion 0917-02** A motion to receive the August 2017 financial report was made, seconded and carried.

**Acceptance of Expenditures: Motion 0917-03** A motion to accept the August 2017 expenditures was made, seconded and carried.

**Executive Session regarding Personnel:**

**Motion 0917-04** A motion to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who had requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters person to particular employees; was made, seconded, and carried.

**The meeting returned to Open Session.**

**Strategic Plan:**

Amie mentioned the presentation, outlined in her CEO report, to attendees of a Chamber of Commerce luncheon. Amie and the staff will be focusing on how best to reach small business owners to make them aware of library services. The board also discussed different ways to find out who the new homeowners are in town in order to better market the library.

### **Old Business:**

#### **2017 Budget Hearing Date:**

**Motion 0917-05** A motion to move the date of the December Board Meeting and Budget Approval Meeting (combined) to December 6, 2017 was made, seconded, and carried.

#### **2017 December Operating Hours:**

**Motion 0917-06** A motion to close at 6:00 p.m. instead of 8:00 p.m. on Tuesday, December 26, 2017, was made, seconded, and carried.

#### **Solar Panels:**

No new information available.

#### **General Housekeeping**

**Motion 0917-07** A motion to extend Career Online High School scholarships to residents of Larimer County, with a preference for residents of the Berthoud Community Library District, was made, seconded, and carried.

Amie reminded the Board of TABOR restrictions which will cap the District's budget next year at no more than a 5.5% increase in property taxes collected. Amie will also get in touch with the CFO from Pikes Peak Library District to see if he would be willing to do a more detailed TABOR presentation for the Board.

Amie reminded the Board that law enforcement personnel may always walk the building to check if people are present, but any access to security tapes, account information, etc. requires a warrant or subpoena.

The Harry Potter Reunion Party will be the afternoon of Sunday, October 8. The charge is \$10 per person or \$30 per family, but Board Members who want to volunteer to help at the event may attend for free.

Erin is registered for CalCon 2017. Amie will check the budget to see if there are enough funds for Lorna to also attend.

Other Old Business:

None.

**New Business:**

Oktoberfest:

**Motion 0917-08** A motion to not participate in the 2017 Oktoberfest due to staffing restraints was made, seconded, and carried.

Other Business:

Amie, staff, and board members will volunteer for Snowfest 2017 in exchange for event sponsorship.

Natalie suggested another possible addition to our Local Author Showcase. Amie will follow up with Elizabeth.

**Adjournment:** Lorna Greene adjourned the board meeting at 8:25 p.m.

**Next Meeting:** October 11, 2017