

Berthoud Community Library District

Board Meeting Minutes

October 10, 2018

**Call to Order:** Lorna Greene called the October 10, 2018 Board meeting to order at 7:00 p.m.

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

**Minutes:** September meeting minutes were unavailable; they will be reviewed/approved November meeting.

**Public:** None present.

**Reports:**

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

**Financial Report: Motion 1018-01** A motion to receive the September 2018 financial report was made, seconded and carried. Discrepancy between July & August Professional Development expenses was clarified as having been a result of payments filed in incorrect categories.

**Acceptance of Expenditures: Motion 1018-02** A motion to accept September 2018 expenditures was made, seconded and carried. No payroll numbers were included for review. Amie will check on the Xcel Energy billing, estimated at \$200 less/month than prior to lighting upgrades.

**Strategic Plan:** Focus shifting to Civic Engagement this fall. League of Women Voters came September 25<sup>th</sup> to do a voter registration drive. Local Ballot Initiatives, and Full Ballot Read-Through classes will continue in October.

**Old Business:**

Facilities Planning

Board Goals for 2018 – 1. Options for future expansion 2. Board attend events 3. Board conduct policy review 4. Renewable energy system 5. Employee/Volunteer reward

Policy Review for 2018 – BCLD Staff to review each, then submit to Board for second review.

Erin & Lorna will collaborate to review the Code of Service, Borrow & Loan, Library Use and User Behavior policies. Lorna & Vickie will form committee on the process for BCLD & Friends of the Library to form a Foundation for future expansion.

Amie has been working to develop the 2019 Budget, necessary to begin BCLD efforts to develop a ballot issue to increase the mill levy in 2019. Board reviewed the 2019 budget at length, noting particularly, increases in projected revenue, changes in personnel expenses, and increases in projected attorney/consultant fees. **Motion 1018-03** A motion to accept the 2019 Budget was made, seconded and carried.

Amie also noted 3 bills moving up in State Congress: one to eliminate Gallagher altogether, one to implement regional assessment rates ILO Gallagher's one set rate, and one "backfilling" Districts who show a 5% or more loss due to Gallagher up to 95% of the loss and only a "one time" compensation.

Amie recapped discussion with Town Administration regarding the Town's intentions with the property adjacent to BCLD: The Town is moving the Street Maintenance Dept currently occupying this area, and plan to invite a developer to build a 3-story City Center, where the Town will lease two floors for Town Hall and offices. The Town would in turn rent their existing Town Hall building to BCLD. Options of what BCLD will do with their current building (should the above scenario play out) were discussed. Impacts to the operating budget (paying rent) and mill levy increase initiative were considered.

#### General Housekeeping

The Board completed CEO evaluation in a work session at 6:30pm, October 10, 2018; minutes of that session will be issued.

Lorna will renew her term as a board member for 2019.

Vickie and Marie will form the nomination committee for 2019 BOD Officers.

**New Business:** None.

**Adjournment:** Lorna Greene adjourned the board meeting at 9:07 p.m.

**Next Meeting:** November 14, 2018 7:00 p.m.

Respectfully submitted:  
Natalie Vogt, Secretary