

Berthoud Community Library District

Board Meeting Minutes

April 10, 2019

Call to Order: Lorna Greene called the April 10, 2019 Board meeting to order at 7:02 p.m.

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

Minutes: **Motion 0410-01** to accept the March 20, 2019 meeting minutes was made, seconded and carried.

Public: None present.

Reports:

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

Financial Report: **Motion 0410-02** to accept the March 2019 financial report was made, seconded and carried. A decrease in medical insurance from Nov. to Dec. of 2018 was noted in the March meeting. Amie reported that accounting moved around a line item that accounted for this change.

Acceptance of Expenditures: **Motion 0410-03** to accept March 2019 expenditures was made, seconded, and carried.

Strategic Plan:

Digital Literacy Focus with Paul Ingersoll has been successful during the spring months. As May approaches, the focus will shift to the Summer Reading Program. Christy Headrick will be going to schools this year to sign children up for the program.

Old Business:

Library Lobby Day was canceled due to the Bomb Cyclone. State legislature earmarked an additional \$500,000 for State Grant for Libraries. This brings the 2019-2020 budget to \$2.5 million.

Policy Review: Lorna Greene and Natalie Vogt have completed their review on Public Participation and Public Posting and Distribution of Free Materials. Paul Schumacher and Vickie McLane need to address the Privacy Policy. Erin Coleman will review the Public Records Request to determine if it needs to be sent to an attorney for review. Emmy Ingham and Vickie McLane will review the Board Bylaws.

Board goals for 2019 brought forth to the meeting included:

- 1) Stronger board presence at public events (Erin Coleman)
- 2) Completion of the Request For Proposal - this has been accomplished (Lorna Greene)
- 3) Better advertising of library events and services- perhaps the board could assist in helping around town (Emmy Ingham)
- 4) Policy and plan review continuation and completion (Lorna Greene)
- 5) Advocacy from the board regarding current legislation for libraries (Amie Pilla)

Natalie Vogt and Paul Schumacher finalized the RFP which was brought before the board for approval. **Motion 0410-04** was made, second and carried to accept this proposal and issue publicly. Amie Pilla will post the RFP to the American Planning Association, Colorado Chapter.

General Housekeeping

Amie presented a short video from the Colorado Public Library Standards on Planning.

Plant Select labels are in. They need to be assembled and placed in the appropriate locations outside the library. Emmy Ingham will assist in this.

New Business:

Berthoud Day (June 1) - Amie has assigned library board members and staff to manage the beer tent. 3 people will need to staff the tent for 3 hour increments during the festival. Board members and staff will need to attend a ServSafe training to be eligible to serve beer to patrons at the festival. Multiple training times will be offered.

An application was submitted for enrollment into the BCLD online high school. The applicant is not a resident of Berthoud but of Greeley. However she grew up here and is a library card holder in Loveland. **Motion 0410-05** was made, second and carried to accept this applicant into the BCLD online high school program.

Adjournment: Lorna Greene adjourned the Board meeting at 8:32 p.m.

Next Meeting: May 8, 2019 7:00 p.m.

Respectfully submitted:
Emmy Ingham, Secretary