

Berthoud Community Library District

Board Meeting Minutes

May 8, 2019

Call to Order: Lorna Greene called the May 8, 2019 Board meeting to order at 7:03 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 0508-01** to accept the April 10, 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 0508-02** to accept the April 2019 financial report was made, seconded and carried.

Acceptance of Expenditures: **Motion 0508-03** to accept April 2019 expenditures was made, seconded, and carried.

Strategic Plan:

The Summer Reading Program is the current focus of the library's strategic plan. The Summer Kickoff party was held May 4, 2019 which was earlier than most years. Rather than the Adult program this summer, staff is trying the "Family Program" in which two or more members can sign up together to get bigger prizes.

The State Summer Reading Program Initiative was brought forth this year in which they would like to see a 5% increase in Summer Reading Program completion.

Old Business:

Policy Review: Amie P. will pass out policies to assigned board members in June.

RFP update: Amie P. received 3 firms asking for clarification on the RFP. One firm asked for the library budget. The deadline for bids is Thursday, May 8, 2019. A Board Work Session is scheduled for Friday, May 10, 2019 to review any bids that have been submitted.

General Housekeeping

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

Eight new computers were purchased for the library thus 8 old computers need to be rid of. Motion **0508-04** was made, second and carried to wipe the old computers and sell on Facebook Marketplace for \$25 each.

New Business:

Berthoud Day (June 1) - ServSafe trainings for library staff and board will be offered on: Thursday, May 8 at 6:30pm; Saturday, May 11 at 10am or Wednesday, May 22 at 2pm. These trainings will be given by the Larimer County Sheriff's Department.

Berthoud Day will have no beer sales until after 11:00am. Each "shift" for beer serving will be 2.5 hours long and there will need to be 3 staff per shift. The last pour will be at 8pm.

Motion 0508-05 was made, second and carried to move the date of the June meeting to June 5, 2019.

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