

Berthoud Community Library District

Board Meeting Minutes

September 11, 2019

Call to Order: Lorna Greene called the September 11, 2019 Board meeting to order at 7:04 p.m.

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

Minutes: **Motion 0911-01** to accept the August 14, 2019 meeting minutes was made, seconded and carried.

Public: None present.

Reports: Amie presented the CEO's report and Statistics for August. No Youth Services Report presented for August.

Financial Report: **Motion 0911-02** to accept the August 2019 financial report was made, seconded and carried.

Acceptance of Expenditures: **Motion 0911-03** to accept the August 2019 expenditures was made, seconded and carried.

Strategic Plan:

September through April classes will focus on the Eight Dimensions of Wellness.

Old Business:

Policy Review:

Lorna G. and Emmy I. received the Employee Handbook and Human Resources Policy and will be reviewing both before the end of the year for presentation to the board.

Master Plan Update:

A meeting with the Town of Berthoud was held with Chris Kirk, Amie Pilla, Lorna Greene, and Natalie Vogt. The Town was very encouraging and supportive of the Library's efforts to examine viable spaces for growth. Three options were discussed by the town and board members; the lot adjoining the current library location, the Waggener Farm Park, and the current Town Hall. Amie P. will contact Anderson Hallas to have them start conducting a feasible study on each of these locations. For further outreach, Anderson Hallas put together a survey for the library website and for staff feedback. Lastly, two more outreach events are scheduled for the last Farmer's Market of the season and Oktoberfest; again where jars will be put out to poll the community.

General Housekeeping:

Colorado Public Library Standards on Finance video: postponed until October.

A/C Repairs:

A second bid was never received so the job was awarded to Northern Colorado Air. The company came out to install the unit and upon installation the unit was found damaged. As of now, there is no date on the new unit install but it is on order.

New Business:

Board By-Laws: Crystal (State Library) - Board By-Laws need to be looked at - she has presented suggestions for the board to look at. **Motion 0911-04** to review these bylaws in February of 2020 was made, seconded and carried.

Board Vacancies: Paul Schumacher's term is up in December of 2019. He has served two consecutive terms and may not be re-elected in 2020. Natalie Vogt's term is up in December 2019. She served a partial term and can be re-elected in 2020.

Budget: We will begin looking at the preliminary budget as there are lots of unknowns. Property tax assessments from the County are coming in. There is the potential of an extra \$130,000 in 2020 due to new houses built in the District.

Adjournment: Lorna Greene adjourned the Board meeting at 8:20 p.m.

Next Meeting: Regular Meeting: October 9, 2019 at 7:00 pm

Respectfully submitted:
Emmy Ingham, Secretary