

Berthoud Community Library District

Board Meeting Minutes

October 10, 2019

Call to Order: Lorna Greene called the October 10, 2019 Board meeting to order at 7:03 p.m.

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

Minutes: **Motion 1009-01** to accept the September 11, 2019 meeting minutes was made, seconded and carried.

Public: Carrie Trutna

Reports: Amie presented the CEO's report, Youth Services Report and Statistics for September.

Financial Report: **Motion 1009-05** to accept the September 2019 financial report was made, seconded and carried.

Acceptance of Expenditures: **Motion 1009-04** to accept the September 2019 expenditures was made, seconded and carried.

Strategic Plan:

Classes through April 2020 will continue to focus on the Eight Dimensions of Wellness. October's focus will be on Intellectual Wellness.

Old Business:

Policy Review:

Borrowing and Loan Policy was discussed. **Motion 1009-06** to increase replacement cost to cover repairing or replacing lost or damaged items was made, seconded, and carried.

Master Plan Update:

A conference call was held with Anderson Hallas employees Wells, Rachel and Brandon G. A discussion was had regarding the feedback from each of the community outreach opportunities. The team compiled information into usable information to further guide the master planning process. Also discussed were the three feasible spaces for further expansion. Anderson Hallas will continue to work on a cost analysis of these spaces and present more detailed information to the board.

General Housekeeping:

Colorado Public Library Standards on Finance video was shared with the board.

A/C Repairs:

Northern Colorado Heating and Air has completed the install of a new coil into the existing unit.

New Business:

Board Vacancies: Paul Schumacher's term, after further review, was deemed eligible for renewal. Natalie Vogt's term is up in December 2019. She is also eligible for renewal. Lorna will contact Paul S. and Natalie V. to determine if they are interested in having their names put forth for a new term.

2019 Budget:

Line items will be off for the year. It has been determined that money needs to be spent rather than put into reserve to close out 2019. Amie P. will be making necessary repairs and improvements to use the excess money budgeted in 2019.

Motion 1009-02 to gather 3 bids to level and patch the parking lot that do not exceed \$3500 was made, seconded and carried.

Motion 1009-03 to replace DVD plastic sleeves as necessary was made, seconded and carried.

2020 Budget:

Preliminary budget numbers were given to the board. The board will review and discuss at the November meeting.

Adjournment: Lorna Greene adjourned the Board meeting at 8:39 p.m.

Next Meeting: Regular Meeting: November 13, 2019 at 7:00 pm

Respectfully submitted:

Emmy Ingham, Secretary