

Berthoud Community Library District

Board Meeting Minutes

December 4, 2019

**Call to Order:** Lorna Greene called the December 4, 2019 Board meeting to order at 7:13 p.m.

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

**Minutes:** **Motion 1204-01** to accept the November 13, 2019 meeting minutes was made, seconded and carried.

**Public:** Melissa Robinson

**Reports:** Amie presented the CEO's report and Statistics for November 2019.

**Financial Report:** **Motion 1204-02** to accept the November 2019 financial report was made, seconded and carried.

**Acceptance of Expenditures:** **Motion 1204-03** to accept the November 2019 expenditures was made, seconded and carried.

**Strategic Plan:**

2020 will conclude the two year Strategic Plan that was developed for 2019/2020. Amie and the board will begin working on a new plan for 2021.

**Colorado Public Library Standards:** Marketing, Communications and Advocacy video and discussion was tabled until January

**Old Business:**

Master Plan Update:

Space planning meeting with library staff and Rachel (Anderson Hallas) was held the Wednesday before Thanksgiving. Rachel presented staff with a questionnaire regarding needs and wants for a new library space. A questionnaire was also created for the Board to complete by December 12th. Amie P. and Lorna G. will attend the Town of Berthoud Board meeting on December 10th.

Board Vacancies:

**Motion 1204-04** to approve Natalie Vogt for a second term on the Board of Trustees for the Berthoud Community Library District was made, seconded and carried.

**Motion 1204-05** to accept Marie Bernard as Vice President, Lorna Greene as President and Erin Coleman as Secretary for the the 2020 board year was made, seconded, and carried.

General Housekeeping:

**Motion 1204-06** to allow for an 8% increase in salaries was made, seconded and carried.

- An unemployment audit from 2018 will be taking place.
- SnowFest Launch Party - Wednesday, December 11th at 5:30pm - another ticket available
- Booth at the SnowFest Artisan Market - Saturday, December 14th - not enough staff so no booth
- Winter Wonderland Party - Saturday, December 21st - volunteers needed from board

**New Business:**

2020 Holidays and Closures:

**Motion 1204-07** to accept 2020 dates for Holidays and Closures was made, seconded and carried.

2020 Operating Hours:

**Motion 1204-08** to accept 2020 business operating hours was made, seconded and carried.

Other business:

**Motion 1204-09** to accept the Board Meeting Schedule for 2020 was made seconded and carried.

**Adjournment:** Lorna Greene adjourned the Board meeting at 8:04 p.m.

**Next Meeting:** January 4, 2020

Respectfully submitted:

Emmy Ingham, Secretary