

Dolores Library District Board Meeting

August 11, 2026

Carole Arnold Community Room

Call to Order: President Sandy Jumper called the meeting to order at 6:06 p.m.

Board Members Present: Correen Becher, Leah Burkett, Sonda Hanosh, and Belinda Platts

Board Members Absent: Lee Hallberg

Interim Director: Diana Donohue

Guests: Derek Beckman, Town of Dolores Liaison, and community members Val Truelsen, Peggie Buckholts, and Carol Westphal

Approval of Agenda: Leah moved to add under "New Business" a discussion item titled "Review of Modifications to Voted District Fiscal Policy". Sonda seconded, and the motion carried with Belinda abstaining. Belinda moved to approve the agenda with the noted changes, Leah seconded, and the motion carried.

Leah requested a change to the format of the agenda to use numbers or letters rather than bullets. That will be looked into.

Approval of Minutes: Two sets of minutes were included: July 14, 2026 regular meeting and a special meeting on July 20, 2026. Upon Leah's suggestion, Belinda moved to table approval of both sets of minutes pending some language changes. Leah seconded. Sandy called for a vote on the motion, which carried.

Correspondence and Communications: Sandy said there was none. There was a question of what constitutes Correspondence and Communications. This section is for correspondence and communication from outside sources that are received by the board.

Public Comment: Val Truelsen said Rotary was not able to get into the community room that morning. Diana responded that one of the doors to the community room sometimes sticks and needs a good tug to get it to open. She said the room was not locked. Carol Westphal made a suggestion on how to make sure the proper minutes are posted to the website. Sandy thanked them for their comments.

REPORTS

Learning Moments: None

Interim Director's Report: Diana drew the Board's attention to the report on the statistics for the last three months. She highlighted a number of events that were held over the summer. Belinda asked about the high number of website pageviews (in the hundred thousands) and asked if there was some way to only record the visits that truly were of interest to the Library, but Diana said there was not. Diana complimented the staff on how easy her transition has been and the help she is getting from Nelly Burns making sure the finances are being taken care of. She also reported some graffiti on the shipping container by the river trail and that it was painted over. She also reported an incident of three people who had been locked in the Library after closing on Saturday August 1st. A deputy sheriff responded to the alarm, and Diana was able to let them out right away. Diana said despite the staff loudly announcing the closing and searching all areas of the Library, somehow the three people were locked in.

Finance Committee Report: The Finance Committee met July 17. It was suggested that committee meeting minutes be included in the Board packet so all Trustees have an opportunity to review them before the meeting. The main topics of the finance committee meeting will be addressed later in the meeting.

Update on Committees: Bylaws, Executive Director's Job Description and Job Search: Neither of these committees have been able to meet due to members being out of town.

USLI Request for Information: Sandy included in the paper packet (not in the online packet) email exchanges at the end of July she had with the attorney working with USLI requesting information. Sandy responded to him with clarifying questions. So far there has been no further response regarding the matter.

Strategic Plan Update: 6 Financing: Sandy said there is a need to edit the financing part of the Plan, specifically the language regarding the Dolores Library Foundation Fund and other areas. There was discussion of what should be in the financial needs of the Dolores Library District. Sandy appointed a committee of herself, Belinda, and Lee to revise item 6 of the Strategic plan.

UNFINISHED BUSINESS

Accept May and June Financial Reports: Leah suggested using "accept" instead of "approving" the financial statements without having all the information about the transactions. Leah moved to include the May and June financial reports into the record. Sonda seconded and the motion carried.

Review/Approve Employee Handbook with changes presented in May and required legal changes regarding Pay Days and Sick Leave: The approval of the Employee Handbook has been postponed since May. The PTO policy will now include sick leave, which is required by the state. The Employee Handbook will also state staff will get paid on Wednesdays. Sandy asked for a motion to approve the two issues (Sick Leave and Paydate). Belinda moved to approve the employee handbook as currently presented. Sonda seconded, and the motion carried with Leah abstaining.

Approve Revisions to Community Room Policy: The Rotary Club has asked to have a dedicated key to access the community room for their weekly meetings. Adjustment to the policy will reflect that dedicated keys to the public will require a Certificate of Insurance naming the Dolores Public Library as an Additional Insured. Further discussion suggested small changes, and adding vaping as a restricted activity, and that smoking, alcohol, vaping, or drug use not be allowed in/on Library property. Belinda moved to accept the Policy for Use of the Carole Arnold Community Room as amended. Leah seconded, and the motion passed.

Review Draft Board Correspondence & Communication Policy: The discussion included tabling this policy until the committee reviewing the bylaws could look at it, and that it would make sense to include this as part of the bylaws. Belinda moved to table the review of the Correspondence & Communication Policy. Leah seconded, and the motion carried.

NEW BUSINESS

Approve Treasurer's Financial Reports: Leah discussed discrepancies she noted on the report. Some account descriptions have been changed to correctly describe the purpose, and the Balance Sheet still shows an entry that needs to be addressed. The Library received a \$7,500 grant from Virga Foundation that was deposited into the Onward! account. This was a result of a grant written for inclusion programming. A budget amendment will be necessary to account for the funds being transferred from the Onward! account. It was suggested that significant changes should be reported to the board, smaller changes such as coding do not. Leah moved to accept the financial reports into the record. Belinda seconded, and the motion passed.

Approve Appointment of New Trustee: The Board interviewed Carolyn Landes on August 5, 2026 as a potential Board member. Sandy asked for a motion to approve her appointment. Belinda moved to appoint Carolyn Landes as a new Trustee to the Dolores Library District pending ratification of the Dolores Town Board and the Dolores School District Board. Leah seconded, and the motion carried upon a vote.

Discuss & Interpretation of Office Duties: After discussion, Sandy suggested deferring this to the bylaws committee.

Review of Modifications to Voted District Fiscal Policy: Leah referred to the revisions made to the Grants and Donations section of the General Fiscal Policy made on July 14, 2026. After discussion, Sandy referred to the motion Lee had made that stated only that the donations were designated or undesignated.

Three Board members will not be able to attend the September 8th meeting, so it was agreed to meet September 15, 2026. The Bylaws and Employee Handbook Review Committee (Leah, Sonda, Belinda) will meet August 24, 2026 at 2:00 p.m. The Director Job Description and Job Search Committee (Lee, Sandy, Belinda, Cheyenne) will meet August 18, 2026 at 6:00 p.m.

Adjourn: The meeting adjourned at 8:11 p.m.

Proposed Topics for Next Meeting: September 15, 2026 at 6:00 p.m.

- Summer Reading Program Report
- Fall Program Update
- Bylaws and Employee Handbook Committee Update (including the Correspondence & Communication Policy)
- Director Job Description and Job Search Committee Update
- Strategic Plan Revision Committee Update

Prepared by Correen Becher, Secretary