

Dolores Library District Board Meeting

April 9, 2024

Call to Order: President Sandy Jumper called the meeting to order at 6:03 p.m.

Board Members Present: Correen Becher, Jeanne Becker, Gina Hernandez, Hassan Hourmanesh, and Tamara Woodbury (via phone)

Board Members Absent: Beth Mitchell

Director: Sean Gantt

Guests: Joyce Waldman, FODL President, and Cheyenne Baber, staff member

Agenda and Minutes:

After a few minutes to review the agenda and minutes, Sandy asked for a motion. Gina moved to approve the agenda and the March minutes. Hassan seconded, and the motion carried upon a vote with Tamara abstaining since she did not receive the board packet.

Correspondence and Communications:

Sean included a letter from Kim Percell, Montezuma County Clerk, with information about participating in the November 2024 general election. The Library will not be seeking a ballot issue this year.

Public Comment:

None

Financials:

1. Expenditures: Gina asked about the payments to FastTrack Communications and NetForce PC. Sean explained the difference between the services the two companies provide. Correen asked about the three meetings Sean was reimbursed for. Two were for local meetings, and the third for a meeting in Bayfield.
2. P&L: Sandy noted the Library has already received almost all the interest budgeted for (87.5%). Hassan questioned the amount the Library has spent for Professional Fees, which was paid to Majors & Haley for the audit exemption (a once yearly expense). Sean said that is generally the only expense from that line item. Jeanne commented on the smaller amount paid for snow removal.
3. Balance Sheet: Sandy brought the Board's attention to the item labeled "Payroll Refunds" which is now zero, Chris Majors was able to clear out that asset from a few years ago.
4. Sandy asked for a motion to approve the financial reports. Gina made a motion to approve the March payroll, bills, and financial reports. Jeanne seconded, and the motion carried upon a vote with Tamara abstaining.

REPORTS

Learning Moments:

Four Board members (Sandy, Hassan, Beth, and Correen) and Sean were able to meet with Kieran Hixon and Sharon Morris from the State Library on March 20th. They provided information and answered questions about preparing for a ballot measure for a mill levy increase. A lengthy discussion evolved regarding this issue. Things are still in the preliminary stages, and the Board has not made a decision on whether to pursue a mill levy increase.

Director's Report:

Sean began his report by announcing the new youth programming person he had hired had to resign due to a family emergency and what he's doing to try to refill that position. Jillian has agreed to move to a full-time position and take over the adult programming duties as well as continuing her responsibilities in marketing. Sean said six new volunteers have begun helping out mostly with shelving. He also noted the donation from Basin Co-op. Circulation, Contacts, and Program numbers are trending down from 2023. Sean attributes that to the decreased staff and programming offered.

Finance Committee:

Sandy reported the committee met April 8. The committee reviewed the first quarter numbers. The Hi-Fi account at Dolores State Bank is over \$150,000. The committee is recommending that we have Sean move \$50,000 to one of the Colorado Trust Accounts.

Jeanne made a motion to move \$50,000 from the Dolores State Bank Hi-Fi account to the Colorado Trust account earning the better interest rate per the recommendation of the Finance Committee. Gina seconded the motion which carried upon a vote.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Review Employee Handbook: Tamara suggested adding a sentence to the "Appearance and Attire" section addressing clothing, pins, etc. that could be offensive to others, Sandy suggested a couple wording changes. A discussion developed around weapons in the Library. The Board agreed this topic should be addressed on its own at a later date.

Sandy asked for a motion to approve the changes suggested. Jeanne made a motion to approve the changes to the Employee Handbook that were presented and agreed upon. Gina seconded the motion which carried upon a vote.

Friends of the Dolores Library Update:

Joyce Waldman, President of FoDL, reported on the activities of the Friends. Membership is up, book donations and sales are increasing, they purchased a new vacuum cleaner for the Library, and gave an update about the children's book quilt squares fundraiser in June. She said the Friends have agreed to allocate \$2,000 per year to the Library to help cover expenses (especially for Summer Reading). The summer book sale will be June 8th, and the next meeting is scheduled for April 18th.

Adjourn: There was no further business before the Board so Sandy adjourned the meeting at 7:45 p.m.

PROPOSED TOPICS FOR NEXT MEETING: May 14, 2024 at 6:00 p.m.

1. Summer Program Update

Prepared by Correen Becher, Secretary