

# Dolores Library District Board Meeting

September 9, 2025

DPL Community Room

**Call to Order:** President Sandy Jumper called the meeting to order at 6:00 p.m.

**Board Members Present:** Correen Becher, Jeanne Becker, Gina Hernandez, Hassan Hourmanesh, Emily Wisner, and Tamara Woodbury

**Board Members Absent:** None

**Director:** Sean Gantt

**Guests:** Diana Donohue and staff members Hannah Carloni and Chey Smith

**Agenda and Minutes:** No additions or changes to the agenda were suggested. Emily asked for further explanation in the August minutes regarding the discussions on the routing of donations and the appointment of members to the Executive Director Performance Evaluation Sub-Committee. She requested approval of the August minutes be tabled until those issues were amended in the minutes. Jeanne made a motion to approve the agenda and to table approval of the August minutes until October. Hassan seconded the motion which was passed upon a vote.

**Correspondence and Communications:** None

**Public Comment:** None

## Financials:

1. **Expenditures:** Correen noted the Utilities account was off the same amount in both the July and August, and that amount matched the Empire Electric payment in July. Sean said he would look into it.
2. **P&L:** Emily asked why the funds in the Onward! account are not shown as an asset on the Library's financial reports. Board members explained that the Dolores Public Library Foundation Fund is a separate account from the general operating account, which is taxpayer funded, and that it is held by Onward! The Library can access those funds when needed. The amount in the foundation fund is reported in the minutes quarterly, so anyone who wishes can find out how much is in it. Two-thirds of the year is completed, and most line items are within the budgeted amount for this time of the year.
3. **Balance Sheet:** There were no questions or concerns about the Balance Sheet.
4. **Sandy asked for a motion to approve the financial reports.** Gina moved to approve the August bills, payroll, and financial reports. Tamara seconded, and the motion carried upon a vote.

## REPORTS

**Learning Moments: Evaluation:** Included in the board packet was an article from Colorado Public Library Standards on "Evaluation and Planning" which offers suggestions on short and long-term plans and regularly evaluating library operations and services. Hassan questioned whether the Library develops annual goals. The Library does complete a 3-year strategic plan, which was just approved in June. The director and staff determine which of the goals to work on during the course of the plan. Jeanne commented that in the 12 years she has served on the Board, the Library has met all the goals set out in the strategic plans. Hassan said he would like to see an annual strategic plan in writing. Sandy brought the lengthy discussion to a close and said the Board could discuss the issue further at a later date.

**Director's Report:** Sean spoke on all three updates, emphasizing how successful the "Library for All" program has been. In the meetings section of his written report, he mentioned the strengthening of the relationship with the Cortez Library and the help DPL and Mancos Library are giving to the Cortez Library to implement AspenCat. Next week Sean will go to Albuquerque to wrap up his 2-year internship with ARSL Leadership Institute. The circulation, contacts, and programs numbers continue to mostly increase. The E-book number is typically missing because Sean doesn't receive the report before preparing the Board packet. Hassan suggested using the previous month's data.

**Finance Committee Report:** Did not meet

**Strategic Plan Update: Personnel Development and Retention:** Sean presented a compilation of salaries for Library Technician from various entities including national, state, and county. He said he'd like some guidelines from the Board to increase staff salaries. After much discussion, the Board instructed him to put together a report showing incremental percentage increases to present at the next meeting.

**UNFINISHED BUSINESS:** None

#### **NEW BUSINESS**

**Review Proposed Executive Director Performance Evaluation Form:** Sandy reported the committee consisting of Correen, Tamara, Sean, and herself met three times since the August Board meeting. She explained the process the committee went through to develop the rough draft. Concerns came up about how to determine the quality of the director's interactions with the community and staff. A long discussion evolved regarding how best to measure this. Some Board members would like to consider using a 360-Degree review, others felt that type of review is not practical with such a small staff. Jeanne suggested letting the Board members study the evaluation form and make suggestions via email to Sandy. Sandy asked for generalities. If there are many suggestions, the committee will meet again to review them. The goal is to have the evaluation form approved in October so it is ready to use in November. Emily asked that if the committee meets again, to let the other Board members know when the meeting is being held.

#### **ADJOURN:**

With no further business before the Board, Sandy adjourned the meeting at 8:04 p.m.

**Proposed Topics for Next Meeting: October 14, 2025 at 6:00 p.m.**

1. Review 1st Draft of 2026 Budget
2. FoDL Biannual Report
3. Approve Executive Director Performance Evaluation Form

Prepared by Correen Becher, Secretary