

Pine River Public Library District Board of Trustees

Agenda: April 19, 2016

Community Room, 6:15 PM

Call to order by president, Abbie Wiler 6:20 pm

a. Roll Call of board members: Laura Hokanson, Abbie Wiler, Russell Burwell, Cheryl Clay, Sarah Wortis

Others: Shelley Walchak, Judy Gottheld

b. Additions or deletions to Agenda—none

Approval of minutes and/or reports

a. Sarah moved and Abbie seconded that the minutes of the March 10, 2016 meeting of the board be approved with change of approval of the job description of the Assistant Director. Motion carried.

b. Sarah moved and Russell seconded a motion to approve the Treasurer's Report. Motion Carried. Russell moved and Sarah seconded a motion to approve the 1st Quarterly Report of the budget. Motion carried.

Communications from audience

a. Friends of the Library – Judy Gotthelf announced Susan Miller is now the chair of the Friends. Goals will be set at the upcoming Friends meeting, April 21, 2016.

Information Items

a. Director's Activities – Shelley discussed and answered questions regarding the "Director's Activities" report.

Discussion Items

a. Collection Development Policy—board reviewed for future approval

b. Code of Ethics (referred to in the Financial Policy)—board reviewed for future approval

c. Strategic Plan—Russell moved and Laura seconded a motion to approve the strategic plan as presented. Motion carried.

Action Items

a. Board Nominations/Elections

b. The Financial Policy was discussed with the following recommendations: 1) In the "Continuing Inventory" section,

change buildings from 50 to 40; change computer equipment from 5-7 to 3-5 years. 2) In the "Records Retention Schedule" add note to see attachment of Laura's list of guidelines. Shelley will review "Code of Ethics with Respect to Financial Management." Approval was deferred for approval to the May board meeting.

- c. Russell moved and Laura seconded the resolution to change the budget for xeriscape project, tech refresh, park funds for a total of \$50,300.

Adjournment: 8:39 pm

Next Meeting: May 19, 2016 (Starts at 5:30 with TABOR Presentation)

Respectfully submitted,
Cheryl Clay