

Pine River Library District Board of Trustees

Meeting Minutes

February 18, 2016

Meeting was called to order at 6:25 pm

Roll Call: Cheryl Clay, Russell Burwell, Don Mooney, Diane Gardner, Shelley Walchak, Judy Gotthelf, Vaughn Morris and Peter Marshall

There were no additions or deletions to the agenda.

Approval of minutes and reports

- Minutes of the last meeting were approved as submitted. Motion was made by Russell Burwell and seconded by Abbie Wiler.
- Shelley Walchak gave the Monthly Treasurers report. Don Mooney voted to approve and Diane Gardner seconded. Motion carried.

Communication from audience

- Judy Gotthelf from the Friends of the Library reported that the group will hold its annual potluck luncheon and officer election on March 17 from 11 am – 1 pm. The group hopes to have a presentation on the library's annual report by Darcy Poletti Harp

Information items

- No information items were presented

Discussion Items

- Vaughn Morris and Peter Marshall were in attendance from the Boys and Girls Clubs of La Plata County (BGCLPC). Vaughn and Shelley have discussed how to jointly expand programming available for teens that frequent the library after school.

BGCLPC is looking for afternoon space to offer a teen program and has been in discussion with the Bayfield Public Schools about space in their potential new facility to be built near the existing Bayfield Middle School. However, BGCLPC feels the library may offer a quicker solution for after school programming.

Discussion centered on a joint building project (on the library existing west side) to create a room for afternoon teen programs and provide additional staff/storage space for the library. Funding for the project could be a combination of grants/private donors and BGCLPC and Pine River Library investment.

BGCLPC is conducting a feasibility study to determine what types of facilities and programs are appropriate for the Bayfield teen audience. A library addition as a

potential solution will be included in the feasibility study. Results should be available by the Library Board June 2016 meeting.

In the meantime, Shelley and Vaughn will meet with FCI to get a rough per square foot estimate of the cost of this type of project.

- Shelley presented Xeriscape proposals from two area firms. Both proposals focus on an area in front of the existing community room. Existing weeds/grass would change to rocks/plants that compliment the outside seating area and garden. Shelley will get another quote from Native Roots in Durango and present it at the next board meeting.
- Shelley also presented an updated job description for the new Assistant Director position occupied by Judy Poe. No board action was required.
- A motion was made to utilize the same application form as the La Plata County Board of County Commissioners for any potential Library Board Trustees. Abbie Wiler so moved and Russell Burwell seconded. The motion passed.
- Shelley presented a plan to use some of the 2016 Tech Refresh funds to install internal and external security cameras. No board action is required at this time.
- The provider of the library's HRA program will no longer offer this service. Employee funds (\$24,000) will be reimbursed to any participating individuals.
- The library's monthly LPEA bill will now be paid online due to insufficient time from receipt of paper invoice to due date.

Action Items

- The board approved Laura Hokanson as a new member (to replace Valerie Borge as Board Treasurer). Abbie Wiler moved, Diane Gardner seconded and Don Mooney abstained from voting due to a potential conflict of interest.
- Shelley proposed that the Library change its policy on Employee Vacation Carry Forward from 40 to 60 hours. This action is not retroactive and will apply to 2016 and future vacation hours. A motion was made by Diane Gardner and seconded by Russell Burwell. The motion passed.

Tabled Items

- Discussion on the 2016 Strategic Plan, an update to the Financial Management policy and a new Collection Agency Policy were tabled for the March 10 meeting.

Meeting was adjourned at 8:29 pm.