

Pine River Library District Board of Trustees
Meeting Minutes: December 11, 2024
Board Meeting

Call to order - Lisa Isenberg 5:33 pm

- A. Roll Call: Lisa Isenberg, Barbara Wickman, Ann McCoy Harold, Vaughn Morris, Brenda Marshall, Michaela Wilson, Lydia Wacasey
- B. Additions or deletions to Agenda: none

Old Business:

- A. Motion to approve November's Meeting Minutes by Lisa. Barb seconded. All approved.
- B. Monthly Treasurer's Report: Brenda – Review of the current budget. Note the money received and released for hunting and fishing licenses. The library keeps only a small percentage of license sales. Motion to approve the report by Vaughn. Lisa seconded. All in favor.
- C. Board Member vacancy & recommendation from the committee – A discussion of the applicants and process followed. The committee recommends Randy Burton to present to the County Commissioners for final approval. Vote to follow at the end of this meeting.
- D. Telehealth update – Brenda: PRL will be awarded a telehealth grant from The Office of eHealth Innovation and the Colorado State Library to be used to update the Media Hub for telehealth visits and a telehealth checkout kit. Money will be received in February. Vaughn noted the need for a policy for telehealth services. Brenda will draft a telehealth policy.
- E. Tech support update – Brenda: Marmot IT services has submitted a proposal to provide tech support and security. They've reviewed the library's equipment and made recommendations for updates. Recommendation to contract Marmot for IT services.
- F. Garden Pathways update – Brenda: Have not received final bid for concrete. We are also awaiting a bid to add an automatic opener to the garden gate. As part of their contract, the flagstone company will inspect for stone movement and will correct issues that happen as a result of settling within the first year. They will also address the slope of the entrance to the garden to insure its accessibility.

New Business:

- A. Public Comment: None
- B. Director's Report – Brenda: The Friend's of the Library received over 3K in this year's campaign.
- C. HB 24-1302 update. Annual mill levy requests will need input from a special district taxation specialist beginning next year.
- D. The library is hosting a Whoville Holiday event on Dec. 20th.
- E. Learn Over Lunch will continue in 2025 with quarterly events. Friends of the Library have funds to apply to next year's events.
- F. Brenda has been in contact with Ellen re: Colorado 250/150 celebration and will speak with her next week.
- G. Hired two Young Adult Services Specialists Carly and Kelly who are currently in training.
- H. Budget update.
 - a. Updated income according to latest LPC numbers
 - b. Increased grants and respective small furniture lines due to telehealth grant
 - c. Increased tech due to new IT management company
 - d. Increased capital outlay line as a placeholder for new garden pathways

Discussion Items:

- A. Director Evaluation – Lisa I
 - 1. Ann made a motion to move to Executive Session to discuss the Director’s annual evaluation. Vaughn seconded the motion. All approved.
 - a. Executive Session Roll Call: Lisa Isenberg, Barbara Wickman, Ann McCoy Harold, Vaughn Morris, Brenda Marshall, Michaela Wilson, Lydia Wacasey.
 - 2. Lisa made a motion to end the Executive Session at 6:28 pm. Barb seconded. All approved.

Return to Regular Session at 6:29 pm

Action Items:

- A. A motion was made by Barb to approve the amended Programs and Partnership Policy. Vaughn seconded. All approved.
- B. Lisa made a motion to recommend Randy Burton for the Board of Trustees for the County Commissioners’ approval. Vaughn seconded. 3 votes for, 1 against, motion carried.
- C. Vaughn made a motion to approve the amended 2025 Budget. Lisa seconded. All approved.
- D. Barb made a motion to approve the Director Employment Agreement. Vaughn seconded. All approved.
- E. Vote on Resolutions:
 - 1. Vaughn made a motion to approve 2025-101 to set the Mill Levy. Barb seconded. All approved.
 - 2. Vaughn made a motion to approve 2025-102 to adopt the budget. Ann seconded. All approved.
 - 3. Ann made a motion to approve 2025-103 to appropriate sums. Barb seconded. All approved.
 - 4. Barb made a motion to approve 205-104 to commit funds. Vaughn seconded. All approved.

Meeting adjourned at 6:46 PM

Next meeting January 15, 2025; 5:30 PM

Minutes respectfully submitted by Lydia Wacasey.