

## Pine River Public Library District Board of Trustees

Minutes August 21, 2024

Call to order: 5:40 PM

- a. Roll Call: Barb Wickman, Ann McCoy Harold, Garry Hillyer, Lydia Wacasey, Michaela Wilson, Brenda Marshall, Lisa Sifrit (on Zoom), Lisa Isenberg
- b. Additions or deletions to Agenda:
  - i. Addition to board packet: possible budget updates and budget summary if approved
  - ii. Motion to approve the agenda motioned by Garry, seconded by Ann, all in favor

Old Business

- a. June Minutes
  - i. Ann made a motion to approve the June minutes as presented, Garry seconded, all in favor
- b. Monthly Treasurer's Report - Garry
  - i. Budget looks good, summer programming expenditures were spent
  - ii. A few budget adjustments to be discussed later in the meeting
  - iii. July's tax revenue report has not been received as of yet
  - iv. Ann moves to approve the treasurer's report as presented, Barb seconded, all in favor

New Business

- a. Public Comment
  - i. None
- b. Friends of the Library
  - i. Brenda spoke to this:
    1. Quarterly meeting was last week, the FOL beer tent fundraiser was rained out
    2. FOL got \$5,000 from a Town Grant and then was granted another \$642 from the same grant
    3. Brainstorming about CO Gives Day that's coming up in December, the plan right now is to refresh the Imagination Room and Children's area
- c. Director's Report - Brenda
  - i. Brenda took two weeks leave
  - ii. Biggest news: Darcy took another position at DPL, creating a staff shift. Created two new deputy director positions. Lisa I. helped interview staff to promote Lydia and Michaela. Using this as an opportunity to restructure other positions and explore new opportunities for other staff to grow and learn.
  - iii. Town of Bayfield is redoing the sidewalks right in front of the library, The company doing the sidewalks is working with an arborist to do their best to keep our trees alive.
  - iv. The water leak in the park has still not been resolved. Public works have a contract for an hydro-excavator on Aug. 22nd to do the repair.

- v. Light ballasts in the Imagination Room need to be replaced.
- vi. Brenda asked the Friends of the Library to help us buy children and teen computers and they granted us \$12,000 to cover that cost.
- vii. Pine River Shares gave out over 800 snack packs from the library over the summer
- viii. Audit submitted and working on transferring QuickBooks to the online platform
- ix. Final SLP party was fun and we celebrated the 20th anniversary of the library at this location
- x. Fall programming has started! Upcoming is the Fall Fest on Sept. 22nd.
- xi. Brenda went to special district training, Lydia and Brenda went to the Marmot Council meeting, 6 staff are going to CALCON
- xii. Updating computer protection software

#### Discussion Items

- a. Budget update to increase projected income, suggested increase to Repairs and Maintenance, and Technology Hardware
  - i. Income increase of \$137,000 (Backfill from SB 22-118, patron bequest, Friends of the Library donation, higher than expected investment income.)
  - ii. Add \$12,000 to tech hardware from FOL for new computers
  - iii. Add \$4,000 to R&M to account for unexpected sewer repairs
- b. Possible garden pathway upgrade
  - i. Existing garden paths are currently not accessible for people using strollers or wheelchairs. Brenda has reached out to 3 companies to asses the pathways they are suggesting replacing them with large sandstone flagstones. Board decided to request bids for replacing the pathways.
- c. Board member terms expiring January 2025 (Vaughn, Lisa S, Garry)
  - i. Lisa not renewing. Garry will renew for another term. Vaughn will do one more year if needed but then he will be at his 9 year limit.
  - ii. Board will have at least one open position and will be seeking replacements this fall.

#### Action Items

- a. Voted on updated Code of Conduct Policy
  - i. Lisa I. makes a motion to approve the code of conduct as presented. Gary seconded the motion, all in favor
- b. Vote on Friends of the Library Policy
  - i. Ann noticed a misspelled word, Ann moves to approve the Friends of the Library policy with that corrected. Lisa I. seconded the motion, all in favor
- c. Vote on changes to 2024 budget
  - i. Gary makes a motion to approve the budget amendments as presented, Lisa S. seconds, all in favor

Adjournment at 6:29 PM.

**Next board meeting September 18, 2024, 5:30 p.m.**