

Delta County Public Library District
Delta County Board of Trustees
Meeting Minutes
Wednesday, May 10, 2017, 12:54 pm
Hotchkiss Library Downstairs

Members Present: Bliss, Briscoe, Crank, Earley, Gnauck, Herber, Mock, Pettigrew

Members Absent: None.

DCPLD: Gunn, Hart, Ihnot, Kelso, Spencer

Guests: David Torgler

1. Introduce Guests: None.
2. Public Comments: None.
3. Agenda Changes: None.
4. Approve Consent Agenda: Minutes from Board Meeting, April 19, 2017. Herber. Bliss 2nd.
5. a. Accept District Director's Reports: Almost all performance reviews have been completed. Staff was very appreciative, and feel they would like to do even more and love their jobs. The City of Delta and Hart are working on clarifying responsibilities to the Delta Library building. The City covers the property insurance. A new lease in Cedaredge and a new understanding in Delta are positives. Hart and Torgler meet monthly. The Friends of Crawford have worked on the landscape of their building. Larry Beezley is working in Paonia, and the Friends are meeting today to talk about the watering situation. Elevator companies and elevator inspections were discussed. Hart stated that DOC crews might help with the landscaping work. **Acceptance of the Director's report will be tabled until next month.**
 - b. Accept Financial Reports. The bookkeeper has been gone so the financial reports will be sent out at a later date. **Acceptance of the Financial Reports will be tabled until June 21.**
6. Old/Continuing Business
 - a. District Director's Comments – Lea went to the Director's Retreat in Estes Park, Colorado. Community awareness and involvement was one of the exercises – Lea read an example of one of the questions. There was discussion on county leadership.
 - b. Assistant Director's Comments – DCED's annual meeting was last month. Some new board members have been added. There are sometimes differences of opinion, but overall Gunn feels that this is an example of emerging leadership in the county. The USDA grant has moved from pre-application to application stage.
 - c. Staff Salary Treatments. Updates. Herber and Crank met with Hart and had a discussion on the plan for the next few years. They will meet again. Hart asked for all wages to regular staff and substitutes be raised 3% beginning on the May 16th pay schedule. Crank discussed future expenditures. A motion was made to raise all staff (except Hart) 3% beginning May 16th. Herber. Crank 2nd. **MP**
7. New Business
 - a. Cedaredge Manager Position. This posting was made internally, with one application. This job will be posted on the Library Job Line and in nearby newspapers. There is a timetable for the hire to happen by July 10th. No moving expenses will be allowed.

- b. AEFLA Grant Update (Gail Srebnik) The Literacy AEFLA grant was accepted in score, but no monies were granted for Delta County. Gail handed out a list showing where monies were distributed for next year. HHS is going to cover two salaries for the high school equivalency and distance learning classes. Srebnik will be looking for more grant money for ESL classes.
 - c. DURA/IGA Agreement, David Torgler and Carolynne White. A phone call was placed to Carolynne White. There was discussion and questions with David and Carolynne. The DURA/IG wants an IGA Agreement and would like it finalized through the Board attorney. Time is an important factor. The new Agreement with the mill levy and name change will be sent to Hart. She will forward to Crank and send on to Aaron Clay. A meeting will happen to finalize this action next week, May 17th at 1:00 in Hotchkiss.
 - d. USDA Resolution – Action. The Resolution was read and approved. Herbert Pettigrew 2nd.
MP A public meeting will be held on May 23, 2017, at 1:00 in Hotchkiss for one half hour.
- 8. Executive Session: CRS 24-6-402-4. None needed.
 - 9. Board Member Comments: Schwann’s does a promotion for 45 days with 45% for non-profits on anything purchased during this timeframe. A Trust and Endowment meeting will be held at the next meeting in June in Cedaredge. An idea is to have a matching funds fundraiser. Briscoe and Pettigrew will look into this. Bliss will not be at next meeting. Mock asked for help with the Delta Family Center cookout on May 25th at the Lions Pavilion from 10:00 a.m. to 1:00 p.m
 - 10. Adjournment. Briscoe. Herber 2nd. 3:03 p.m. **MP**

Ruth Pettigrew, Secretary

Date

RESOLUTION OF GOVERNING BODY ADOPTING AND PROVIDING FOR
STANDARDS FOR PROCUREMENT, BIDDING, AND CONTRACT AWARDS

WHEREAS, Delta County Public Library District, dba Delta County Libraries, of Delta County, Colorado, has applied for a loan and/or grant to be made or insured by the United States of America acting through USDA, Rural Development (herein called the Government) for the construction of facilities to be owned and operated by Delta County Public Library District, dba Delta County Libraries and the Government's regulations require that the Board of Trustees adopt standards (a) relating to the conduct of its officers, employees, and agents in contracting and in expending loan and/or grant funds, and (b) establishing procurement and contracting procedures.

Now, therefore Be it Resolved That Delta County Public Library District, dba Delta County Libraries of Delta County, Colorado, does hereby adopt the standards of conduct and procurement procedures set forth in those regulations of USDA, Rural Development appearing in Title 7, Code of Federal Regulations, Section 1942.18 (J) Thru (K) provided however that in those instances where funds derived from loans made or insured by, or grants made by, the Government are not involved, prior consent or approval of the Government as provided in such regulations shall not be required.

This resolution adopted by the Board of Trustees of Delta County Public Library District, dba Delta County Libraries, of Delta County, Colorado, this 10th day of May, 2017.

Certificate

Ruth Pettigrew, of Delta County Public Library District, dba Delta County Libraries, of Delta County, Colorado, hereby certify that the foregoing resolution was adopted by the Board of Trustees of said Entity on the date stated above at a meeting duly held upon May 10, 2017, notice or upon waiver of notice signed by all members of said Board of Trustees.

SEAL

(Secretary or Clerk)