

Please Note: Meeting date changed from 1/17/2018 to 1/24/2018

**Delta County Public Library District
Delta County Board of Trustees
Wednesday, January 24, 2018 1pm
Delta Library
Meeting Agenda**

Board Members Present: Earley, Pettigrew, Bliss, Briscoe

Absent: Crank

DCPLD: Hart, Morris, Ihnot, Gunn, Chavez

Guests: Doug Atchley, Jess Deegan, Ann Eddins, Lynette Reed, Sue Whittlesey

Call to Order Earley called the meeting to order at 1:00pm

- 1. Introduce Guests.** Doug Atchley, Delta County Commissioner. Jess Deegan, Crawford Library Board Position effective 1.31.18. Ann Eddins, Delta Library Board Position applicant. Lynette Reed, Foundation Board Position applicant. Sue Whittlesey, Foundation Board Position applicant.
- 2. Public Comments** No comments
- 3. Agenda Changes** Add agenda item 11.C Under New business, Elect New Officers
- 4. Approve Consent Agenda** Minutes from Board Meeting December 13, 2017. M. Briscoe. 2nd Pettigrew. M.P.
- 5. Accept District Director's Report** Pettigrew asked about the district wide DVD case replacement. Current cases are very poor quality. Morris reported that staff tested new cases for durability and 1000 new cases have been ordered. Motion to accept District Director's Report. M. Pettigrew 2nd Earley. M.P.
- 6. Accept Financial Reports, include Trust & Endowment Financial**
- 7. Interviews for At-Large and Delta Trustee Positions.** Delta Trustee Position. Earley asked Ann Eddins a series of interview questions regarding her application to fill former library board member Angela Herber's Delta position, effective immediately through 1.31.2019. Atchley commented on Eddins' excellent performance working for Delta County as clerk and recorder. Motion to recommend Eddins for appointment to the library board. M. Briscoe, Bliss 2nd, M.P. An application has been received for the at-large position. Hart will email the application to library board members.
- 8. Interviews for Trust and Endowment Board Members.** Interview of Foundation Board Applicant Lynette Reed. Library Board members asked Reed a series of questions regarding serving on the Foundation Board. Motion to appoint Reed to the Foundation Board effective 1.31.18. M.

Pettigrew, 2nd Briscoe. M.P. Interview of Foundation Board Applicant Sue Whittlesey. Library Board members asked Whittlesey a series of questions regarding serving on the Foundation Board. Motion to appoint Whittlesey to the Foundation Board effective 1.31.18. M. Bliss. 2nd Earley. M.P.

9. Discussion of open Board positions and vote See agenda items 8 and 9

10. Old/Continuing Business

- a. **District Director's Comments – Updates** Hart reported that the 2017 final budget and 2018 proposed budget are being prepared to submit to the State of Colorado. Hart explained the background on the bookkeeping and payroll transition from Emma Neil to Happy Data Management and Sage Payroll. Payroll is now transferring to Happy Data Management. Hart reported that the preliminary video for Delta Carnegie Building project has been presented to Delta Rotary and Kiwanis clubs. Rotary has awarded \$2500 for shelving along with a \$2500 match from partner clubs. Hart reported that staff is taking initial steps to upgrade/replace the current DCL website as outlined in the strategic plan.
- b. **Personnel – Cedaredge and Delta** Two library assistants have been hired to fill the open positions in DE and CE. Sam Nowell in CE and Audry Forbes in DE. Both completed a 3-week training in DE under the supervision of DE Manager Adriana Chavira. The open manager positions in PA and CE will post soon.
- c. **TNC and DCED Updates – LaDonna Gunn.** The Nature Connection (TNC) Executive Director and Program Director are hired. DCL signed an MOU with TNC/GOCO outlining DCL's financial commitment for its part of the implementation of the 3-year grant. It includes installations of StoryWalks® at Crawford State Park, Delta County Fairgrounds, and Sweitzer State Park. Pettigrew asked about on-going maintenance of signage, specifically at the fairgrounds. Gunn responded that DCL is responsible for preparing and installing new stories in all locations. The county is responsible for general signage maintenance at the fairgrounds. Deegan asked about the gear hub employee in Cedaredge, specifically regarding sustainability after the grant. Gunn reported that the gear hub employee will be an employee of the library district not TNC. **DCED** Gunn reported that DCED is moving into a strategic planning process under the supervision of the new executive director. DCED is beginning a conversation with the library district and the Abraham Connection homeless shelter regarding the homeless population in Delta.

11. New Business

- a. **Payroll Change to Happy Data.** Employees can now access pay stub online. Tomorrow, January 25 is first pay day with Happy Data.
- b. **Love Your Libraries campaign.** Innot gave overview on 2018 Love Your Library campaign and answered questions. Discussion included details on the February 28 fine forgiveness, recent student e-card promotion, and marketing for the Love Your Libraries fundraiser.
- c. **Elect New Officers.** January 24, 2018 is Bliss' last library board meeting. Earley thanked him for his service on the board, particularly his assistance with library building maintenance. Earley elected to continue as President. Briscoe elected as Vice President. Pettigrew elected to continue as Recording Secretary. Crank elected to continue as Treasurer. Motion to elect officers. M. Briscoe. 2nd Bliss, M.P.

12. **Board Member Comments** Briscoe reported on behalf of Josh McIntire with a district technology update. Briscoe asked a general question about DCL receiving book donations from other library districts. Morris and Hart responded on the challenges to both receiving and donating used books.

13. **Adjourn.** The next Library Board meeting is February 21 at 1:00pm at Hotchkiss Library. Motion to adjourn. M. Briscoe. 2nd Bliss. M.P.

Ruth Pettigrew, Recording Secretary, DCPLD Board of Trustees