

**Delta County Public Library District
Delta County Board of Trustees
Wednesday, February 21, 2018 1pm
Hotchkiss Library
Meeting Minutes**

Board Members Present: Briscoe, Earley, Crank, Pettigrew, Deegan

DCPLD: Hart, Gunn, Johns, Lloyd

1. **Call to Order:** Earley called the meeting to order at 1:03pm
2. **Introduce Guests.** Mark Roeber, Delta County Commissioner.
3. **Public Comments** –Roeber mentioned he had noticed a vacancy on the Library District board. Earley confirmed that there is an At-Large vacancy.
4. **Agenda Changes** - No changes
5. **Approve Consent Agenda;** Minutes from Board Meeting January 24, 2018. R. Pettigrew. 2nd J. Briscoe. M.P.
6. **Accept District Director's Report** – Pettigrew raised a question brought to her from a patron concerning the process for fine forgiveness day. Hart explained that fines will be erased for all materials returned prior to Feb. 28th. Fines will be forgiven only this one time and only for fines incurred prior to that date. There was discussion about the process and the reasons for doing fine forgiveness. Motion to accept the District Director's Report, J. Deegan. 2nd R. Pettigrew, M.P.
7. **Accept Financial Reports, include Trust & Endowment Financial** – Various board members requested clarification from Hart on several lines. Hart requested feedback from the board on the new format for the financial reports. Several board members expressed their approval. It was decided that the entire board would receive each of the financial reports electronically each month. Motion to accept the Financial Reports including Trust & Endowment Financial – J. Briscoe, 2nd R. Pettigrew M.P.
8. **Old/Continuing Business**
 - a. **District Director's Comments**
 - b. **Personnel** – Cedaredge and Paonia – Hart mentioned that a new sub M. Guillen was hired for Delta/Cedaredge. She has completed her training and has begun working. A. Chavira is the new training coordinator for the District – all staff will be getting an annual refresher training. A record for completion of training will be kept in the employee's personnel file. The district is receiving applications for the two library manager positions - 5 applications for Paonia & 4 for Cedaredge. Interviews will start tomorrow in Paonia.

- c. **Open At-Large Board Position** – L. Earley stated that a candidate who had submitted an application has since withdrawn it. The At-Large Board position remains open.
- d. **TNC, DCED & Grants Updates** – L. Gunn provided updates on the following:
 - i. TNC - Still waiting for grant funds to be released from GOCO
 - ii. DCED – The DCED Executive Director, Gunn and two representative from the Abraham Connection will meet to discuss the homeless and transient situation.
 - iii. Grants – Currently waiting on architects for the Delta Library State Historical Fund Grant and looking to be ready to apply for the fall round of funding from State Historical Fund.
- e. **Love Your Libraries – Updates and Ideas** – Earley shared that she & Hart met with First Colorado National Bank. Despite being late in submitting our request First Colorado National Bank promised a \$500 matching donation.

9. New Business

- a. **Ballot Box pick-up assignments** – Will be picked up as follows: Briscoe (PA), Hart (DE), Deegan (CR) Earley(CE). Earley mentioned that board members have been visiting each the libraries talking with patrons and encouraging them to donate.
- b. **E-rate impact on District** – Hart explained that starting this year the library will be losing e-rate reimbursement for phone service which amounts to approximately \$300/month.
 - i. Hart asked Roeber to clarify the timeline for High Speed internet at Crawford. He said Region 10 will be installing in the fall. Earley speculated that getting voice over IP through Elevate could save us money for phone service in the future. Hart also mentioned that computers are being updated through Marmot to handle the greater speeds

10. Board Member Comments –

- a. Earley mentioned that our agenda should be posted online as soon as it becomes available.
- b. Briscoe commented on the new lamp in the Hotchkiss stairwell. Various members also voiced their approval.

11. Adjourn - The next meeting will be March 21st in Paonia. Motion to adjourn J. Briscoe, 2nd Crank M.P. – 1:58 pm.