

**Delta County Public Library District
Delta County Board of Trustees
Wednesday, October 17, 2018 1pm
Crawford Library
Meeting Minutes**

Library Board. Jess Deegan, Laura Earley, Ruth Pettigrew, William Crank, Judy Briscoe, Stacy Bliss.
Not Present: Ann Eddins

DCPLD. Lea Hart, LaDonna Gunn, Tracy Ihnot.

1. **Call to Order:** President Earley called the meeting to order at 1:01pm.
2. **Introduce Guests.** Hart introduced Kelsy Dysart, Admin Assistant
3. **Public Comments.** No public comment.
4. **Agenda Changes.** Add Staff Education Assistance Plan & MOU Between Trust & Endowment under Old Business, d; Education Assistance Program under Old Business, e; Library Card Policy under New Business, e.
5. **Approve Consent Agenda; Minutes from Board Meeting September 19, 2018.** M. Briscoe. Deegan 2nd M.P.
6. **Accept District Director's Report.** M. Pettigrew. Crank 2nd M.P.
7. **Accept Financial Reports**
 - a. **September Financials - Approve.** Hart reported that she and Callie will update the reports so that they are consistent and easier to read. Board discussed what reports they want moving forward. Hart's goal is to consolidate the monthly Balance Sheet and Income statement to subtotals and totals. Crank would still want the summary at least quarterly. Board will discuss this further in the next meeting. M. Crank. Deegan 2nd M.P.
 - b. **Trust & Endowment September Statement.** Board Members reviewed the September statement. Hart reported that Trust & Endowment Board Member Lynnette Reed is taking over the books for the Trust & Endowment and will send a monthly report.
8. **Old/Continuing Business**
 - a. **District Director's Comments – Updates.** Hart received construction documents for Delta Library. The plans need to be approved by a State Historical Fund (SHF) Representative and the City of Delta. Hart will notify the board of the City of Delta Council meeting so they may attend. Critical repairs may need to be done prior to next grant cycle. SHF will not pay for the critical repairs but will match funds if we can wait until the next grant cycle. Board discussed options of repairing the elevator versus replacement to meet ADA requirements. Board discussed the City of Delta's involvement in building improvements. Hart talked to Dave Torgler regarding the City matching funds for future repairs. Hart passed out the CDE's fact sheet on the EBSCO challenge and informed that board that CLiC is being sued.
 - b. **TNC, DCED & Grants Updates – LaDonna.** TNC: Gunn reported that CO Parks and Wildlife staff have installed the panels for the StoryWalk® at Sweitzer Lake State Park.

They are having issue digging the postholes at Crawford State Park. The most recent TNC program out of the CE gear hub was cancelled due to low registration. DCED: Gunn reported that she is stepping into the Vice-President position following Tom Huerkamp's vacancy.

c. Possible Mil Levy Campaign.

i. Advocacy Steering Committee – October 9, 2018. Earley gave summary of the meeting.

d. Staff Education Assistance Plan & MOU Between Library Board and Trust & Endowment. Hart gave an overview of the draft Educational Assistance Policy and corresponding MOU sent to the Board prior to the meeting and answered questions. Motion to approve and sign the MOU. M. Deegan. Briscoe 2nd MP.

e. Education Assistance Program Policy. M. Briscoe. Deegan 2nd MP.

9. New Business

a. 2019 HealthCare Insurance for Staff Hart reported on the changes and cost savings for 2019 employee health care benefits due to joining the Special Districts Association in 2018.

b. Preliminary Budget sent to the County. Hart will meet with the county next week regarding the budget. Crank and Hart need another meeting to review and make updates.

c. Financial Visuals from Triple Point. Board reviewed, made comments, and gave suggestions to improve.

d. Cover Director's Salary Treatment. Earley suggested 3% wage adjustment for director to be consistent with district wide increase in August for all staff. M. Pettigrew. Deegan 2nd MP.

e. Library Board Policy. Innot informed Board of changes to Library Card and Borrowing Policy regarding Student E-Cards. M. Briscoe. Pettigrew 2nd MP.

10. Board Member Comments. Deegan asked for a discussion regarding the District's policy on requiring a photo ID for guest passes. Earley suggested that it be put on agenda for next month. Earley reported on Quarterly Meeting with Special Districts. Earley said that to move forward with a Mill Levy campaign, it is critical to have 100% buy-in from Board Members. She asked Board Members to consider this before voting on it at an upcoming meeting.

11. Adjourn The next Board Meeting is Wednesday, November 14 in Delta. Motion to adjourn. M. Briscoe. Pettigrew 2nd MP. Earley adjourned the meeting at 2:46.

Ruth Pettigrew, Recording Secretary, DCPLD Board of Trustees

Date