

Delta County Public Library District
Trust and Endowment
Thursday, December 13, 2018
Hotchkiss Library

Meeting Minutes

Foundation Board Members Present: Sue Whittlesey, Lynnette Reed, Laura Earley, Lea Hart, Diane Almy

DCL Staff: Tracy Ihnot, Kelsy Dysart

1. **Call to order.** President Whittlesey called the meeting to order at 10:03am
2. **Agenda Changes** – No agenda changes
3. Accept Minutes from September 20 (M. Earley. Hart 2nd. MP) and November 14 meetings (Motion to accept minutes with change of adjourn time from pm to am. M. Earley. Hart 2nd. MP)
4. **Accept Treasurer Report.** Reed reported on current assets, including expenditures for KVNF underwriting and income received in November from AmazonSmile, an individual recurring donor, and City Market. A final report for 2018 will be reviewed at the January Foundation meeting. M. Hart. Almy 2nd. MP.
5. **Old Business**
 - a. **Update City Market and Amazon Smile contributions and number of participants.** Reed reported the figures from November. Yearly figures will be reviewed at the next meeting.
 - b. **Tuition Assistance Program for Staff update.** Hart has finalized the application and presented it to staff at their all-staff training on November 12, 2018. There are several staff members interested in applying. Staff will need to apply through Hart and the Library Board first and then it will be presented to the Foundation. Hart will email the final draft of the application to the Foundation.
 - c. **Alpine Bank Grant status.** Ihnot reported that the Foundation can begin the KVNF underwriting process at any time to make use of the grant funds received from Alpine Bank (\$400 matching funds). Ihnot and Earley will meet with Ashley Krest in early January to start the process. Board Members reviewed the Foundation’s mission and came up with the primary message for the underwriting:
“Delta County Public Library District Foundation provides ongoing support for facilities, staff, programs, and services to help in achieving the Library’s mission to “Serve and Empower People, Provide Resources for Life, Leisure and Learning.”

Earley made a motion to use \$400 of the underwriting funds for the February 2019 Love Your Libraries campaign and the other \$400 during the expected 2019 Mill Levy campaign. M. Earley. Reed 2nd. M.P.

- d. **Mill Levy.** Earley gave a summary of Kathy Steckel's presentation to the Library Board regarding the North Fork Ambulance's successful 2018 mill levy campaign. Polling was very valuable to them, but it had its pros and cons. Hart is working on maintenance plans for each library building in the district. Reed offered to help gather the information necessary to complete the plans.
- e. **T-shirt sales.** Foundation Board Members discussed steps for wrapping up the Libraries Rock t-shirt fundraiser. A rough estimate of approximately \$500 was raised during the fundraiser. Remaining shirts will be given as prizes during the 2019 Summer Reading Program. Staff and Foundation Board Members will collect the remaining shirts and funds throughout the district. The funds will be turned in to Secretary Reed for deposit.

6. New Business

- a. **Love your library – partner with Bank of Colorado status.** Whittlesey has reached out to Mitch Swanda of Bank of Colorado about matching funds for the Love Your Libraries campaign. They have not confirmed, but seemed positive. Whittlesey will contact Swanda again. If they agree, the Foundation will want to include them in the KVNF underwriting.
 - b. **T and E appointments by the District Board.** The Library District Board appointed Diane Almy to the Foundation Board at their 12/12/2018 meeting. Foundation Board Members reviewed their appointment dates and confirmed term end dates for each member. All terms will end on January 31st of the following years: Earley –2019, Hart – 2020, Whittlesey – 2021, Reed – 2022, Almy – 2023.
 - c. **Recording Secretary.** Almy was appointed Recording Secretary with Dysart or Ihnot as possible backup in her absence. M. Earley. Hart 2nd. MP
7. **Board Comments** – Earley gave more detail about Kathy Steckel's presentation to the Library Board.
8. **Set date for next meeting.** Wednesday, January 9, 2019 at 11:00am in Hotchkiss.
9. **Adjourn.** President Whittlesey adjourned the meeting at 11:22am