Library Board. Laura Earley, Ann Eddins, Ruth Pettigrew, Gayle Davidson, Lynda Campbell, Jess Deegan
Not Present: Bill Crank
DCPLD. Lea Hart, LaDonna Gunn, Tracy Ihnot, Kelsy Dysart, Callie Hale

1. **Call to Order:** President Earley called the meeting to order at 1:08pm.

2. **Introduce Guests.** Suzanne Watson and Eric Pierson.

3. **Public Comments.** Ms. Watson expressed her concerns about library open hours, staff training and the District’s marketing strategies. Mr. Pierson wanted to learn more about funding for the libraries, volunteers and how these could be combined to open the Crawford Library for one more day per week. The Board and District staff on-hand addressed these concerns and detailed some of the challenges of funding five libraries under the constraints of Gallagher/Tabor. The District is looking at all options to operate within the budget constraints after the mill levy failure.

4. **Agenda Changes.** “Election of 2020 Officers” added to New Business, item e.

5. **Approve Minutes from Board Meeting December 11, 2019.** M. Deegan. Pettigrew 2nd. MP.

6. **Accept Library Report to Board.** Board wanted to know more about the Delta Carnegie Library Project. Hart informed them that this was a shelving project to make more room for audio/visual materials, but the shelves are no longer necessary. M. Campbell. Eddins 2nd. MP.

7. **Accept Financial Reports**
   a. **Accept December 2019 Financial Statements.** M. Deegan. Pettigrew 2nd. MP.

8. **Old/Continuing Business**
   a. **District Director’s Comments – Updates.** Personnel: The executive team continues to meet with CLiC on weekly basis regarding the District’s restructure process and are updating employee job descriptions. The Thursday closures in December offered staff training and information on the restructure. In support of those training days, Gunn and Ihnot have been visiting each library to discuss staff growth opportunities and development. This will be a regular process throughout the restructure. Budget: Less reserves were spent than expected for 2019. However, more is expected to come from reserves in 2020 due to restructure. Hale has reorganized the chart of accounts. CLiC is looking at budget to give advice on best practices for spending and being fiscally feasible.
   b. **TNC, DCED & Grants Updates – LaDonna.** TNC: Soft launch of snowshoes and poles scheduled for the end of the week and will be marketed more broadly soon afterwards.
DCED (soon to be known as One Delta County): The organization is transitioning quickly so it can focus on economic development again. The District’s membership will continue.

c. **Accept 2019 Budget Actual.** The mill levy campaign used high amount of legal fees that were not anticipated. M. Eddins. Deegan 2nd. MP.

d. **Update District Restructure and Interim plan.** Covered in Director’s comments.

e. **Open At-Large Board position.** Applicant can come from anywhere in the District. Need to change website application to reflect opening and Delta County Commissioners will advertise for the position.

### 9. New Business

a. **2020 Fundraising.** T&E will decide if the Love Your Library campaign is necessary with the increased amount of donations since 2019 election.

b. **Recurring Donations, City Market and Amazon Smile.** T&E will shift their focus to recurring donations - so that funds can be projected - and City Market rewards. The District does their best to spread the word about passive donations through City Market and Amazon but has certain restrictions.

c. **Library buildings.** Hart/Eddins/Gunn/Earley make up ad-hoc committee tasked to look at the District’s building leases and improve relationships with lessors.

d. **Ad hoc Board committee – Revision of Employee Manual.** The Employee Manual needs to be updated. Board members Campbell and Pettigrew will work with Library staff to make the necessary changes.

e. **Election of 2020 Officers.** All were in favor of proposed slate of officers. The elected officers for 2020 are President: Earley; Vice President: Deegan; Treasurer: Davidson; and Secretary: Eddins.

### 10. Board Member Comments

Davidson suggested that fiscal policies be created and existing policies updated. Board will look into that right away.

### 11. Adjourn

The next Board Meeting is Wednesday, February 19 in Delta at 1:00pm. Motion to adjourn, Pettigrew. Deegan 2nd. MP. Earley adjourned the meeting at 2:29pm.