Delta County Public Library District
Board of Trustees
Wednesday, January 18, 2023, 4:00 p.m. / Cedaredge Library
Meeting Minutes

1. **Call to Order.** President Shishim called the meeting to order at 4:08 pm.

2. **Roll Call:** Claire Dauwe, Gayle Davidson (arrived at approximately 4:15 pm), Louise Fierro, Paul Frazier (arrived at approximately 4:30 pm), Esther Koontz, Teresa Shishim, Sue Whittlesey, Laura Earley
   Library Staff Present: Kelsy Dysart, LaDonna Gunn

3. **Agenda Changes**

4. **Consent Agenda.** Motion to approve consent agenda, Koontz. Davidson 2nd. Motion passed.
   a. **Approve Minutes – December 14, 2022.** Board added a line about submitting a letter to the Delta County Commissioners. Motion to approve the December minutes, Whittlesey. Koontz 2nd. Motion passed.
   b. **Accept Library Report to Board – January 2023**
   c. **Accept Resignation from Trustee Claire Dauwe**

5. **Accept Financial Reports**
   a. **Accept December 2022 Financial Statements – Gayle Davidson.** Davidson gave an overview of the financials. Motion to accept the December 2022 financial statements, Davidson. Fierro 2nd. Board discussed. Motion passed.

6. **Old/Continuing Business**
   a. **Comment and Update on Library District – LaDonna Gunn.** **Staffing:** Literacy Administrator, Gail Srebnik, and two circulation staff have retired. Two circulation positions were offered to candidates but both fell through. More interviews scheduled in January. All employees received 4% COLA raise, effective immediately. Gunn is looking into a compensation market study. **Crawford Working Group:** Met with members of the Crawford community to be proactive, find possible joint uses for the Crawford Library building, and continue to provide library services. Scheduled to meet with community again in February to share everything learned and create a presentation of building uses for the Board in March. **Marmot Sierra/Pika:** Due to several state laws, requiring higher level of patron privacy and protection, the Marmot Library Network will implement passwords to access Sierra and Pika at the end of March. Staff is working with Marmot on Student eCards. A marketing plan is also in place. **Strategic Plan Update:** All community interviews have been completed. Summary themes among those interviewed include housing, child care, water, homelessness, economy, crime, jobs, jobs for young people, healthcare, and change (in general). Gunn will draft a summary and work with Jamie Larue on the next steps.
b. **Update on Delta Library Building Project – LaDonna Gunn/Laura Earley.** (1) Gunn reported that the attorney for the District is reviewing the Operational MOU. (2) The design did not include a furniture plan so staff had to draft one with the help of a consultant with the Colorado Library Consortium (CLiC). High Plains and Telluride libraries are getting rid of shelving that the Delta Library may use and save money. In case plans fall through, Gunn needs flexibility to skip the bidding process. (3) Gunn gave an overview of the financial/bookkeeping aspect of the project noting that the Anderson donation is paying a significant portion of the expenses. (4) El Pomar awarded $25,000 for the shared spaces. (5) Earley commented on and is pleased with the MOU.

i. **Motion to temporarily waive Purchasing Policy requirements for Delta Library Building Project.** Gunn requested to waive the Purchasing Policy with respect to shelving and furniture to mitigate possible delays on the Delta Library Project. Motion to temporarily waive the Purchasing Policy, Whittlesey. Davidson 2nd. Motion passed.

c. **Adopt Amended 2023 Budget.** Gunn reported that Department of Local Affairs (DOLA) requested a different calculation for tax increment financing (TIF) due to the District’s participation in Delta Urban Renewal Authority (DURA) for Delta County so the budget had to be updated. Motion to adopt Resolution for Amended Certification of Tax Levies for Budget/Fiscal Year 2023 and Approval/Adoption of Amended 2023 Proposed Budget (Resolution 2023-02), Koontz. Fierro 2nd. Motion passed.

7. **New Business**
   a. **Review and Discuss Board Strategic Planning Retreat.** The facilitator of the retreat, Melanie Hall, will recommend next steps and objectives. Board requested more time to digest their experience. Discussion postponed.

   b. **Adopt 2023 Posting Locations for Meeting Notices.** Motion to adopt Resolution to Designate Posting Locations for Meeting Agendas for 2023 (Resolution 2023-01), Whittlesey. Davidson 2nd. Motion passed.

   c. **Elect Officers for 2023.** Koontz was elected President by a 4-3 vote. Motion to approve Davidson by unanimous consent for Vice President, Whittlesey. Fierro 2nd. Motion passed. Motion to approve Whittlesey for treasurer by unanimous consent, Fierro. Motion passed. Fierro to continue acting as secretary. The officers elected are as follows: President – Koontz; Vice President – Davidson; Treasurer – Whittlesey; Secretary – Fierro.

8. **Public Comments.** None.

9. **Board Member Comments.** Shishim thanked everyone for their support. Whittlesey thanked Shishim for stepping up as President. Frazier wanted to know how KVNF could work with the District.
10. **Adjourn.** The next Board Meeting is Wednesday, February 15 at Crawford Library at 4:00 pm. With the agenda completed, Shishim adjourned the meeting at 5:27 pm.

Approved this 22nd day of February, 2023:

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Louise Fierro, Recording Secretary, DCPLD Board of Trustees