Delta County Public Library District
Board of Trustees
Wednesday, May 15, 2024, 4:00 p.m. @ Paonia Library

Regular Meeting Minutes

1. **Call to Order:** Koontz called the meeting to order at 4:00 p.m.

2. **Roll Call:** Gayle Davidson (absent), Louise Fierro, Paul Frazier, Esther Koontz, Teresa Shishim (absent), Kathy Steckel, Sue Whittlesey
   **Staff present:** LaDonna Gunn, Arial Smith

3. **Agenda:** Motion to approve the agenda by Whittlesey. Fierro 2nd. Motion passed.

4. **Consent Agenda:** Motion to approve amended agenda, Whittlesey. Fierro 2nd. Motion passed.
   a. **Regular Meeting Minutes – April 17, 2024:** Draft minutes: Item 7 under New Business “B” needs to include “Motion passed.”
   b. **Library Report to Board – May 2024:** No corrections.

5. **Reports:**
   a. **April 2024 Financial Report – Sue Whittlesey:** Whittlesey reported on financials. Board discussed financials. Gunn reported on backfill payment. Received $198,612.10 from Delta County and $900.00 from Montrose County. Motion to approve the April 2024 Financial Statements, Koontz. Steckel 2nd. Motion passed. Motion to approve appropriations in Bills & Payments Report, Whittlesey, Frazier 2nd. Motion passed.
   b. **District Director’s Report – LaDonna Gunn:** Vision, mission, values, strategic priorities: Senate Bill 24-223 passed: State of Colorado is trying to lower property taxes with no guarantee of backfill, similar to 2023. Recruiting—Open Positions: The District is close to having all positions filled under the 2024 budget. Education: - Final CLiC training will be sometime in June or July. Gunn reminded Board Members about Trustee check-ins for Monday June 3rd. Volunteers: Background screening process is in progress. Board members will also undergo background checks. Fees for volunteer background checks have been budgeted for. DLIW: Proximity issues have been resolved and program is functioning smoothly. Paonia: South Slope Drainage Project: Roop Excavating was awarded the excavation contractor bid. Landscape timeline will move forward once timeline is provided by Roop. Another leak was found and will be fixed by S&E Ward. Paonia Amphitheater project: The umbrella will be removed on June 3rd. Looking at different solutions for shade. Crawford: Library southside vegetation project: Irrigation startup and leaks have been fixed. The Friends are scheduled to pick up and purchase plants and will start planting next week and irrigation lines will be placed accordingly. Summer Reading Program (SRP): Adult, teens, and children’s flyer handouts. Gunn’s expectations of the Board members are to register for SRP, participate in SRP, and
complete SRP adventure items. They are expected to share library happenings with others in the community as information is received best by word of mouth. Delta County Health Department: Delta and Cedaredge: Narcan dispensaries are in front of the libraries, outside. The Health Department is funding this through a grant, so this is a free resource to the community. We are not administering or providing classes on how to use it (similar setup to the Covid test kits). CAL Innovated Spaces Award: For the First time in Delta County Libraries history, Delta Library was nominated by CLiC for this award.

c. **Board Committee Reports:** SDA regional workshops: Koontz advised Board members to let Gunn know which workshops they want to attend. Gunn will register Board Members accordingly.

6. **Continuing Business:**
   a. **DCL Strategic Plan**
      i. **Schedule Date for Work Session:** Draft financial forecast has been received from Kelly at JFS. Gunn and Johnston will meet next week to answer questions and make updates to the draft. Draft will be available the first part of June. Work session (Johnston via Zoom) tentative dates are scheduled for Monday, June 10th at 3:00 p.m. at Hotchkiss Library or Monday, June 17th at 3:00 p.m. at Hotchkiss Library. Gunn asked the Board to check their email regularly in case these dates do not work, and further communication is needed.

7. **New Business:**
   a. **Review Resolution 2024-03 to Commit and Assign Reserves:** Motion to adopt Resolution 2024-03 to Commit and Assign Reserves Whittlesey, Fierro 2nd. Motion passed.
   b. **Review Open Records Request Policy:** Gunn advised the District must have a policy to charge fees for staff time in preparing document requests as well as the importance of simply having a policy. Motion to accept the Open Records Request Policy Fierro, Frazier 2nd. Motion passed.

8. **Public Comments:** Michelle Specht (Crawford): Friends group should have new plants in place in time for Pioneer Days.

9. **Adjourn:** The next regular Board meeting is Wednesday, June 19, 2024, at Cedaredge Library at 4:00 p.m. Motion to adjourn, Fierro. Steckel 2nd. Motion passed. Koontz adjourned the meeting at 4:39 p.m.

   **Approved this 19th day of June 2024:**

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   Louise Fierro, Secretary, DCPLD Board of Trustees