

MEETING MINUTES  
BASALT REGIONAL LIBRARY BOARD OF TRUSTEES

MONDAY AUGUST 19, 2019 AT 5:30 PM  
COMMUNITY ROOM  
14 MIDLAND AVE.  
BASALT, CO 81621

A meeting of the Board of Trustees of Basalt Regional Library District was called to order and held on August 19, 2019 at 5:30 PM with the following persons present and acting to conduct business.

**Member Attendance:** Karen Barch - President  
Becky Musselman - Vice President  
Vicki Treece - Treasurer  
Enid Ritchy - Secretary  
Christi Blish - Trustee  
Maria Campos - Trustee

**Also Present Were:**  
Ann Scott - Director  
Sandra Dexter - Executive Administrative Assistant

**Citizen Comments:**  
None

**Board Comments:**  
Maria Campos resigned from the Board due to a new job and the time commitment at that position. She graciously spoke of her short time with the library and would like to stay involved in some way as time permits. We will miss her.

**Minutes:**  
The minutes from July 15, 2019 were presented for approval. Christi motioned to approve the minutes, Vicki seconded. The motion passed.

**Director's Report: Ann Scott, Director**

- Ann shared that her time here at BRL has been a great experience, and she has enjoyed working with everyone on the Board. Berenice will be interim director and Sandy will be the Board liaison until a Director is in place. Ann and Berenice are working on transition plans. The staff members are rising to the occasion, filling in when necessary. Nathan Child's position should be filled by the end of this week. Ann related that the applicants for his position are well qualified.
- Ann reported that Caroline's efforts to raise numbers for student registration has been successful.
- John Michaletti will continue work on building improvements. The back wall of the community room will be repaired which should improve the acoustics.
- Cathy Click is working with the town on the liquor license for beer and wine. It will be a special license for arts programming. The initial cost will be \$1300 which is less than an application for separate events. Finger-printing and background checks will involve an operational person in house and the Board President.
- A way to measure how people hear about programs at the library has been established. At the end of a program attendees will be asked to mark a tally on the white board as to how they became aware of that particular program.
- A link has been created to the Board Binder which is a virtual reference for Board work.
- Ann scanned the "golden rules" brochure onto the binder for the Board. These are state recommendations for Board work.
- Sunshine laws are also included.

## MEETING MINUTES

### Committee Reports:

#### **Search Committee: Becky Musselman reported-**

- Members of the committee are: Becky Musselman, Chair; Karen Barch, President of the Board, Trustees- Vicki Treece, Christi Blish, Enid Ritchy; Current Director of the Library, Ann Scott; Former Director of the Library and community member, Barbara Milnor, Former President of the Board and community member, Carolyn Kane.
- The job posting for the Directorship will be open until September 5th (30 days).
- The position is posted in a variety of places: local, state, national, international
- There are 17 applicants to date.
- About a third of the candidates are qualified.
- The committee clarified who will vote for the Director's position. According to the by-laws, the Board of Trustees will vote for the new Director with input from other committee members.

**Bylaws Committee: Ann reported-** This committee has not met. Looking at the by-laws, the timing for new Board of Trustee appointments appears to be acceptable. However, Ann suggests a change in Article 4, Section 2: that all interviews for the appointment of the new Trustees be held at the library.

**Facilities Committee:** See Director's report

#### **Finance Committee: Vicki Treece and Karen Barch reported**

- Currently the 2020 budget is being formulated. Ann and Kim are making progress. They, along with Karen, are looking at expenses and revenues to be expected for 2020.
- The numbers for the mil levy will come from the counties around August 25th. The current July numbers for the 2019 budget shows that the library is on budget at this time.

**Personnel Committee: Karen Barch reported-** Ann's yearly review will be cancelled due to her departure.

#### **Policy Committee: Becky Musselman reported-**

- The fine free policy for minors, 18 years and below has received positive anecdotal responses throughout the year from both adults and students. There is no evidence that students and children have taken advantage of the policy. Overall circulation is up and there are no noticeable losses.
- The state library association has shown that fines are barriers to under-privileged children.
- A question: Are popular things held longer? Answer: There hasn't been a dramatic shift.


#### **Strategic Planning Committee: Christi Blish reported-**

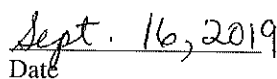
- The Board received a draft of the Strategic Plan that evolved from the information received by the focus groups and the committee work that followed.
- What is new are the Measures on the last page.
- Take two weeks to review and suggest revisions to Christi.
- Christi maintains that the Strategic Plan reflects a "treasure trove" of community input that has improved the relationship with the community because they have been heard. The Board agrees.

Finally, Ann was presented a gift from the Board of Trustees, a coffee table picture book on Colorado.

**Adjourn Meeting:** The meeting was adjourned at 6:30. Becky motioned first for adjournment and Vicki seconded.

Respectively Submitted,

  
Enid Ritchy

  
Date