

MEETING MINUTES

BASALT REGIONAL LIBRARY BOARD OF TRUSTEES

MONDAY JULY 15, 2019 AT 5:15 PM
COMMUNITY ROOM
14 MIDLAND AVE.
BASALT, CO 81621

A meeting of the Board of Trustees of the Basalt Regional Library District was called to order and held on July 15, 2019 at 5:16 PM with the following persons present and acting to conduct business.

Member Attendance: Karen Barch - President
Enid Ritchy - Secretary
Roger Garrett - Trustee
Christi Blish-Trustee

Also Present Were:
Ann Scott - Director
Kim Clinco - Accountant

Citizen Comments:
None

Board Comments:
None

Minutes:

The minutes from July 15, 2019 were presented for approval. Karen Barch asked for changes in wording to several areas for further clarity. Christi pointed out a typo. The July 15th minutes will be amended and were approved by the Board.

Audit Report thru December 31, 2018: Blair and Associates, P.C.

Kim placed a call to Brian Blair, auditor from Blair and Associates. Brian took us through the report. The audit report showed the BRL to be in good standing according to state and local standards and law.

Director's Report: Ann Scott, Director

- Matt's Philosophy class was written about in unsolicited articles by the "Sopris Sun" and other local news outlets. As a consequence his attendance has doubled.
- Shout On notices have been set up. The notices are weekly texts to those who sign up. To signup text BASEVENT 970-627-9150. At this time, a dozen people have signed up. In addition, a link to the BRL monthly magazine is available. Eventually an on-line survey will be included.
- The roof repairs will be completed this week. Tears were repaired; drains were reinforced. The roofing repair company found a metal shovel on the top of the roof and suggested that metal shovels not be used on roof due to the roofing material is a membrane. Roger suggested a laminated sign be placed at the entrance of the roof indicating no metal shovels are to be used. Ann replied that those going on the roof to shovel snow will be told they cannot use a metal shovel.
- Liquor License: Ann will reach out individually to Board members regarding fingerprinting. If there is discomfort among the members, Ann will not move forward to obtain the license. For the time being due to other priorities this issue will be placed on the back burner.
- As previously discussed, statistics in the use of the Spanish collection has declined while programming attendance has increased. More obvious signage is being considered. Maria has agreed to man a library booth at the upcoming community gathering in Lions Park called "Basalsa." The booth will include a craft and library card sign-up.
- Shakespeare in the Park: There was a fantastic turnout on these beautiful evenings. On Friday, there was an audience of 120 people that included many families with children. Saturday was rained out and Sunday there were 140 in attendance. This was a more mature crowd and patrons from up valley were there. There are two more performances this upcoming weekend, Friday and Sunday evenings.
- The Foundation Fund Raiser is selling tickets for Saturday, July 27th. Local author Dennis Vaughn and local photographer, Paul Hiltz, will team to present Mr. Vaughn's most recent book, The Longboat. Carolyn Kane has

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previewed a rehearsal and said it is fantastic. Christi, library employee, will make badges for Board members to wear at this event and other events at the library.

- Ann has added to the on-line Board Binder. There are folders on deadlines, state library standards, bylaws, policies, budget, and financial documents, committees and their members, etc. Included are names and contact numbers for staff, board members, and committee members. This is a living working document. A PDF map of the library district is included. This is not a public document.
- Cathy Click was introduced to the Board by Ann. Cathy shared a myriad of past experiences and performances that qualify her for the staff position she has been hired. She was a grant writer for the Aspen Music Festival in NYC where she wrote grants to the NEH. From there, she wrote NEH grants for the Children's Museum and the Legal Defense League. When she returned to town she and her husband owned a popular restaurant in Old Basalt. Yet, Cathy continued to volunteer for many community non-profits in her "spare time." Her current work with the library includes building community with non-profits, grant writing, and looking for ways to fund raise within Colorado guidelines for libraries. In the area of environment, she is pursuing funding to install conduits for electric cars. She is also looking at what a book mobile for BRL could look like. These are among many projects Cathy is already involved.
- Karen asked questions regarding roles in fundraising for the library. Ann's reply was that she and Cathy will work together regarding fundraising under the guidelines for libraries. Karen expressed that the Board and outside community help is there if needed. Karen mentioned a celebration of the 10th anniversary of the library could be an opportunity to draw the community together and fund raise. Cathy's response indicated that a library's mission is to offer free services to community patrons. However, there are possibilities to include fund raising for the library.
- BASEVENT is up and running. It is a vehicle for patrons to receive text messages and notices from the library. To date there are 12 signups.

Committee Reports:

Bylaws Committee: This committee has not met due to vacations. Christi will email to the committee an idea regarding a possible change to a by-law.

Facilities Committee: No new news at this time.

Finance Committee: Kim reported: Kim reviewed the balance sheet for each of the library funds. We are under budget and financials are solvent.

Karen questioned the low percentage of spending in the collections budget, 18%. She noted that the wait list for books and e-books is long. Ann will check with Nathan regarding the issue.

Personnel Committee:

- Karen reported: Ann's assessment is approaching. The Board, Foundation, and Friends were sent a memo to share their thoughts regarding Ann's performance. Staff will soon receive a survey. Karen is tweaking the survey to be reflective on this year's evaluation.
- Staff wellness insurance rebate has been resolved. Staff will use their rebate according to individual needs in a wellness program. The process used toward this resolution included the following parameters: submit proposal for approval, submit receipt and Ann will reimburse.

Policy Committee: Nothing to report.

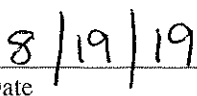
Strategic Planning Committee: Christi Blish reported:

After completion of the compiling and analyzing data from the focus groups, the committee has turned its findings over to Ann, along with her staff, will use the data to create their recommendations to move forward. Ann will report the recommendations back to the board.

Adjourn Meeting: Roger motioned to adjourn the meeting; Christie 2nd the motion. All agreed. The meeting was adjourned at 6:39 PM.

Respectively Submitted,


Enid Ritchy, Secretary


Date