

Basalt Regional Library Board of Trustees Meeting Minutes
Monday, June 21, 2021
14 Midland Avenue
Basalt, CO 81621
Special Meeting
Emergency Circumstances to Allow Teleconferencing

Call to Order: The meeting of the Board of Trustees of Basalt Regional Library District was called to order on June 21, 2021 at 5:17 PM by Enid Ritchy, President

Member Attendance: Enid Ritchy, President; Jim Albert, Vice president; Colleen Irvin, Secretary; Becky Musselman, Trustee; Margaret Simmons, Trustee; Ryan Anslyn, Trustee

Also Present: Barbara Milnor, Interim Library Director; Berenice Forrest, Assistant Director; Kim Clinco, Bookkeeper; Roger Garrett, Citizen Representative

Citizen Comments

- None

Board Comments

- Enid asked if the Board Meetings are still considered special meetings to allow for teleconferencing? Barb Milnor said yes, as we are extending this COVID protocol as a courtesy to staff and patrons. Currently this also allows board members who are out of town to join by Zoom and provides transparency and accessibility to the public. Once the COVID courtesy ends, it will be necessary to revise the Bylaws if it is deemed beneficial to the public and board members to be able to join board meetings through Zoom as the Bylaws say no teleconferencing except for special circumstances. In addition, according to the Bylaws, citizens must sign up ahead of time to speak at a Board meeting.
- Jim Albert asked about protocols for the Executive Director annual review. The protocols and timeline are listed in the Director Evaluation Policy.
- Enid recommended that board members review the website every week or two to stay informed of happenings at the library. All events are listed in the calendar on the library website.

Approval of Minutes of May 17, 2021 Board Meeting

- Jim Albert moved and Ryan Anslyn seconded the motion to approve the minutes with recommended edits. The motion carried with 6 ayes.

Discussion of Director's Compensation

- The board previously approved a travel stipend of up to \$,1500 per candidate with a maximum stipend of \$4,500 for the three candidates with candidates required to provide receipts. In addition, the board approved a one-time moving and relocation stipend of \$5,000 for the new director. After discussion, Jim Albert moved that the stipend for each candidate be a maximum of \$1500 with receipts required. Margaret Simmons seconded the motion. The motion carried unanimously.

Interim Director's Report: *Barbara Milnor*

- Addition to the Interim Director's report that is included in the Board Meeting Packet.
 - Barbara read the following statement from the Foundation.

“The Basalt Library Foundation has suspended their very successful project supporting the Library by providing extra funds to buy books. We all enjoyed it immensely, and treasure the Garden Tours, Author Talks, and delightful programs we were able to put together. The Foundation will retain its 501c3 status, keep its bank account, and continue donations to library books purchases with any donations received.”
 - Enid suggested we honor the Foundation Board and volunteers for their work and put together a statement from the Board. Becky noted that in the past a representative from the Friends and one from the Foundation attended board meetings. It might be nice to invite someone to attend again. They wouldn't have to stay for the full meeting.

Committee Reports: Enid reviewed the list of committee members

- Strategic Plan Committee: *Enid Ritchy reported*
 - This Committee is inactive
 - Members will be announced
 - Useful in the long term
 - Library Board should have minimal involvement after they have completed the plan. It is up to the staff running the library as to how much time goes into the plan.

- Bylaws Committee: *Ryan Anslyn, chair*
 - Nothing to report

- Facilities Committee: *Ryan Anslyn, chair*
 - The DOLA grant for the fiber optics infrastructure has been approved. Contract details are being finalized. Ryan will receive an update when the design stage has been completed and the contract has been received.

- Finance Committee: *Carolyn Kane, chair*
 - June 2021 Financials
 - The Treasurer's report is included in the Board Meeting packet

- Personnel Committee: *Enid Ritchy, chair*
 - Nothing new to report

- Policy Committee: *Becky Musselman, chair*
 - Met June 1st and 15th. Next meeting June 29th.
 - Materials Circulation Policy. Looking at going completely fine free. This does not include damaged or lost materials. We would be following a national trend. There was discussion on the pros and cons of going completely fine free. Income from fines would be eliminated. This is a significant amount. Benefits of going fine free include being as inclusive and equitable as possible to all demographics which increases access to the library. And, research shows that a higher percentage of materials are returned when

there are no fines. The Policy Committee will provide a clear resolution for the change to fine free for a Board vote.

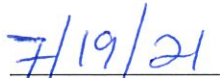
- Director Search Committee: *Carolyn Kane, Jim Albert*
 - Seven candidates have been invited for an interview. These will be Zoom interviews with the exception of Steven who is on staff here and will be interviewed in person. There will be a single person asking questions during the interviews. A template has been created for Committee members to take notes during the interview. After the interview, the committee members will consult with each other, make comments, and rate the candidates again. They have not, yet, decided how many candidates will be selected for in person interviews. There are some very solid prospects. Interviews have been scheduled and a list of final contenders will be presented at the next Board Meeting.

Meeting Adjournment

- Jim Albert moved and Becky Musselman seconded the motion to adjourn the meeting. The motion passed unanimously. Enid Ritchy, President, adjourned the meeting at 6:38 PM.

Respectfully submitted,


Colleen Irvin, Secretary


Date

