

BASALT REGIONAL LIBRARY BOARD OF TRUSTEES

Special Meeting
Emergency Circumstance to Allow Teleconferencing

MONDAY, March 16, 2020 AT 5:25 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 March 16, 2020 at 5:25 PM with the following persons present and acting to conduct business.

Member Attendance:

Karen Barch - President
Becky Musselman - Vice President
Vicki Treece - Treasurer (phone)
Enid Ritchy - Secretary
Ryan Anslyn - Trustee
Christi Blish - Trustee (phone)
Roger Garrett - Trustee (phone)

Also Present Were:

Sue Kiley - Director
Kim Clinco - Book Keeper (phone)

Citizen Comments:

None

Board Comments:

None

Minutes:

The minutes from February 17, 2020 were presented for approval. Becky motioned to approve the minutes, Ryan seconded. The motion passed.

Committee Reports:

Officer Nominating Committee: Christi Blish, Ryan Anslyn facilitated the elections:

- Election of Officers for 2020-21. The following positions were unopposed and the officers are:
 - President: Becky Musselman
 - Vice President: Karen Barch
 - Treasurer: Victoria Treece
 - Secretary: Enid Ritchy

Policy Committee: Becky Musselman reported:

- The committee divided room usage policy into two separate areas: study room reservations and meeting room reservations. Prior to this resolution, they have been written in the policy together.
- The motion to adopt Resolution 2020-02 was tabled.
- The committee will reconvene to further discuss specific issues regarding reservations for meeting room space. The discussion will include reserving meeting room space before and after library hours.

Personnel Committee: Karen Barch, reported

- There was discussion on a Resolution 2020-03 which was to amend the Employee Handbook.
- The Personnel Committee met twice this past month to discuss the following: Infant-at Work Program, Bereavement Leave, Personal Leave of Absence, Medical and Family Leave of Absence, Pets in the Workplace, and Declared Emergency Pay. The work done by the Committee was presented to the Board. Discussion ensued. The resolution passed including all points mentioned above except the Declared Emergency Pay. It was then recommended that a task force form to further discuss Declared Emergency Pay. Board members who volunteered for the task force were: Roger, Ryan, Karen, Becky, Enid, along

with Sue. They will meet before the April Board Meeting to gather more information regarding Declared Emergency Pay.

Finance Committee: Victoria Treece, reported:

- A pre audit report was finalized and presented on the 2019 January through December Profit & Loss Budget Performance. Those funds included the General Fund, the Capital Reserve Fund, and the Bond Repayment Fund. Once again the Library was on budget through the 2019 year.
- The 2020 January-February numbers were just under budget.
- Numbers were down on expenditures by \$24,000 from the 2020 January-February budget.

Bylaws Committee: Victoria Treece, reported:

- No report

Facilities Committee: Ryan Anslyn, Roger Garrett

- No report

Strategic Planning Committee: Christi Blish

- No report

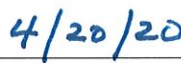
Director's Report: Sue Kiley reported

- Sue will set date with Pitkin County to interview the Board applicant
- Eagle County will approve Becky's reappointment to a second term.
- The annual report date has been extended
- A temporary staff member has been hired to fill Caroline Cares position, Youth Services Librarian, from May through August while Caroline is out on maternity leave.
- Hannah Condon, Art Coordinator/Marketing will be leaving the library and Colorado on April 25th.
- Library Statistics will be addressed at the April meeting.
- The staff was surprised and thanked the Board for the bonus earned during absence of a Director.

Adjourn Meeting: The meeting was adjourned at 6:29 PM. Becky motioned for adjournment and Vicki seconded.

Respectfully submitted,


Enid Ritchy


Date