

MEETING MINUTES

BASALT REGIONAL LIBRARY BOARD OF TRUSTEES

**MONDAY MARCH 18, 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 and held on March 18, 2019 at 5:18 pm with the following persons present and acting to conduct business.

MEMBER ATTENDANCE: Karen Barch –President
Becky Musselman – Vice-President
Dick Hampleman - Secretary
Roger Garrett – Treasurer
Christi Blish -Trustee
Enid Ritchy – Trustee
Victoria Treece – New Trustee as of April, 2019
Maria Campos – New Trustee as of April, 2019

ALSO PRESENT WERE: Ann Scott - Director
Kim Clinco – Accountant

CITIZENS COMMENTS

None.

BOARD COMMENTS

None.

MINUTES

The minutes from the February 18, 2019 meeting were presented for approval. Dick moved to approve the minutes as presented, seconded by Becky. The minutes were unanimously approved.

DIRECTOR'S REPORT

Ann asked the Board members to continue to review the statistic reports each month provided in the packets. Please provide any comments or suggestions, as Ann is continually working with Sandy to develop a template for the monthly reporting.

Shakespeare in the Park will be performing at the Library for 2-3 weekends in July. Auditions were held at the Library and a cast was selected. Hudson Reed is the production company.

The Basalt Public Arts Commission has requested to bring together the various pieces of the large iron sculpture displayed though out Basalt and move the pieces to the Library. The pieces would be assembled as one large art sculpture and displayed on the lawn area outside the Library. Ann summarized the pros and cons in displaying the artwork at the Library. The cons consist of; a large structure in a small outside area, the area selected may be a flood zone, safety issues, issues related to preservation of the lawn, would limit the ability to host events in the lawn area such as Movies in the Park. The pros could include the display of the sculpture would help in the public awareness of art related programs offered at the Library. The Library would also receive media and marketing coverage. Ann noted in her research, many patrons have expressed their dislike of the artwork, so the response to any media coverage may not be positive.

After further discussion and consideration, the Board unanimously agreed not to display the artwork at the Library. The Board instructed Ann to inform the Basalt Public Arts Commission of the decision.

COMMITTEE REPORTS

Strategic Planning Committee: *Christi Blish, Chair*

Christi noted the update for the Committee will be provided in detail at the focus group following the meeting. The focus group will include the Board, Foundation and Friends.

Bylaws Committee: *Michael Latousek, Chair*

Ann presented the potential change to the Bylaws in relation to the election of officers. The Resolution would change the voting from a show of hands to a confidential paper vote. This would update the voting as listed in Article 5, section 6 of the Bylaws.

A second potential change would refer to the roster or slate of officer candidates. The nominating committee is having a difficult time creating the slate, due to the exit of current Board members and the timing of ratification of the new Trustees. The current wording states the officers are to be elected in March. The amendment would generalize the time of the election to read the Board meeting directly following the ratification of Trustees. This would enable the Board to have enough members to establish a full slate of candidates.

During discussion, Roger noted the wording should address if a ratification of a Trustee was made later in the year due to a resignation. Christi suggested a waiting period for new Trustees so they have the opportunity to acclimate and familiarize themselves with the Library, Board and duties of being an officer.

After consideration, the Board agreed the amendment should read the officers are to be elected in April. Ann will draft the Resolution to include the change of voting to a paper vote and update the election to be held in April, instead of March. The Resolution will be presented at the next Board meeting.

Policy Committee: *Becky Musselman, Chair*

Nothing to report.

Personnel & Human Relations Committee: *Karen Barch, Chair*

Nothing to report.

Facilities Committee: *Dick Hampleman, Chair*

Dick noted the contract for the security camera system has not been finalized. Roger asked for clarification of the length or timeframe of the contract. Ann has asked the company for verification of the details and will provide the information to Dick and Roger so the contract can be approved.

An update was provided regarding the electric car charging stations. Dick reported there may be a program available by the State that will pay for the installation cost of the chargers. The application can be submitted after May 1st.

Ann noted the roof leak issue. An architect from A4 Architects has reviewed the issue several times. He has suggested sealing the existing roof or installing a membrane on roof. Further evaluation can be completed after the snow has melted. Discussion was held regarding previous snow shoveling that was done on the roof and may have caused damage.

Nominating Committee: *Enid Ritchy, Chair*

Nothing additional to report as the information was provided in the Bylaws Committee report.

Finance Committee: *Roger Garrett, Treasurer*

February Financials: Roger reported the total cash as of the end of February was \$2,259,384. Of the amount, \$445,423 is allocated to the Capital Reserve Fund; \$599,606 is the balance of the Bond Repayment Fund and the General Operating Fund totals \$1,214,784. \$45,986 was received in mill levy in February. The MVSO generated \$9,004 in February, for a total of \$20,603 for January and February; 25.75% of the annual budget. Total overall revenue for the month was \$60,468. February Operating expenses (not including payroll) total \$21,837 for the month, 18.22% of the annual budget has been spent for the first two months. Including payroll expenditures, the total Operating expenses were \$85,433 for February and a total of \$237,345 for January and February; 16.44% of the annual budget.

Roger reported \$30,787 was received in Bond mill levy for February. Interest earned for the month was \$564 for the Bond Fund. The first bond interest payment will be paid May 1st for a total of \$69,766.

\$995 was the interest incurred for the Capital Reserve Fund in February, and \$653 was spent in Capital Reserve expenses for work on the Community Room projector.

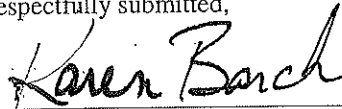
Karen noted the Library has received a rebate from CEBT, the non-profit health care provided for the Library. The rebate was generated due to the healthy financial history of CEBT over the past eight years. The amount received by the Library was calculated based on the number of employees participating in the program during a certain timeframe. The Finance Committee has reviewed and will work with the Personnel Committee to develop a process to distribute the \$5,634 payment to the staff. Ann is further researching how other facilities have elected to distribute the funds.

ADJOURNMENT

In closing, on behalf of the entire Board, Karen provided Dick with a certificate in recognition of his service on the Board. The members thanked him for his commitment as Secretary and chairman of the Facilities Committee.

There being no further business to come before the Board, Christi moved to adjourn and second was given by Dick. The meeting was adjourned at 5:50 pm.

Respectfully submitted,



Karen Barch, President

4/19/19
Date

