The regular January meeting of the Salida Regional Library Board of Trustees was held at the Library. Dick Isenberger, Connie DeLuca, Susan Ragan, Tim Sundgren, Cheryl Pearce-Trujillo and Director Susan Matthews were in attendance. Dick Isenberger called the meeting to order at 5:26 p.m. and Cheryl Pearce-Trujillo recorded the minutes of the meeting.

Minutes
The November 2017 minutes were revised to reflect the January 23rd meeting day as Tuesday not Thursday.

Motion by Connie DeLuca, seconded by Susan Ragan, to approve the minutes from 11/30/17. Motion carried.

Financial Report
- Noted that the tax collection for the Class A Specific Ownership was higher than projected.
- Received updated pages 14-21 of the report.

Motion by Susan Ragan, seconded by Cheryl Pearce-Trujillo, to approve the December 2017 financial report. Motion carried.

Deposit Detail, Payment of Bills, CD worksheet, Capital One Statement, & Payroll Report

Motion by Susan Ragan, seconded by Connie DeLuca, to approve the bills dated 11/22/17 through 12/31/2017 per the attached list. Motion carried.

Public Comment
None

Officer’s Report
None

Director’s Report
- Working on: Annual State Report & Auditor paperwork together (once papers have been gathered, we will set date for auditor to be here)
- Rolled out new tech schedule for winter 2018: Wednesdays 2:30-4:00 pm and Thursdays 3:00-4:30 pm.
- Received a donation of $5000 from patrons who wish to remain anonymous. The specified use is for children and teen programming. This was added to the donations line item so Board members may see an overage in actual programs line item and know it is due to this donation.
• We are no longer using the boiler resulting in a savings in insurance costs of $1644. Gas, electric and water has been cut off from that locale.
• Discussed with David Lady, city manager, about adding a light to the light pole by the book drop. He thinks it is a good idea and will follow through with asking Xcel to get it done. He predicts it will take approximately 6 months to do.
• Lawyer, Unique management, state stats were shared.
• One of our patrons has been contacting the state and requesting through CORA, all emails between a certain state library employee and the Salida Regional Library (for past 5 years). This started with patron thinking that their first amendment right was being restricted by our flyer policy. The State suggested I speak with county lawyer, which I did and will ask for discussion from the board on amending this policy.
• Alison Ramsey has started as the bookkeeper. We are still going over financials and I am finding out many aspects/parts/functions that I didn’t know about and I’m passing them on to Alison. It is a learning curve for both of us, but we are doing fine. I will be requesting that the auditor spend some one on one time going over the accounts and trying to finalize some of the “transfers” Amanda was trying to clean up before her departure.

Action Items and Unfinished Business

Rental Property Update
• Prior to this meeting, the trustees conducted a walk-through of the rental property.
• Nick Doran produced the original lease.
• SRL will assume all utilities on February 1, 2018, upon Nick’s departure.
• Comparisons from Pinon Real Estate showed the property, if listed for sale, could possibly be sold for $399,000.00 to $450,000.00. (Pinon donated their services.)
• John Dieslin also did a walk-through and said that it would cost about $200,000 to update and make the main floor useable. The upstairs is not functional in its current state. In his opinion, it would be better to raze the structure and start from scratch.
• Joe DeLuca and Susan Matthews will meet regarding zoning issues and lot line removal.
• Connie DeLuca suggested that a process be used for exploring options with the community needs as a focal point.

Financial Committee Update
• $264,000.00 from Future Projects was put into two CD’s and additional interest/balance information will be updated in the February meeting.
• A brief discussion was also held about other possible government-based investments.

New Business

Policy Review
• Materials Selection/Deselection
  ○ Number 7 on page 2 should strike the words “than or”
Motion by Tim Sundgren, seconded by Connie DeLuca to approve this policy with the amendment. Motion carried.

- Flyer Policy
  - Words in italics in paragraph four were added.

Motion by Tim Sundgren, seconded by Susan Ragan to approve this policy with the added language. Motion carried.

Election of Officers
Tim Sundgren moved and Connie DeLuca seconded a motion to close nominations and the current officers be re-elected on slate. Motion carried.

Meeting Adjourned at 6:50 p.m.

Next Meeting:
Tuesday, February 27, 2018

Submitted by:
Cheryl Pearce-Trujillo