Salida Regional Library
Board of Trustees Meeting Minutes
April 23, 2019

The regular meeting of the Salida Regional Library Board of Trustees was held at the Library on Tuesday, April 23, 2019. Dick Isenberger, Gloria Broudy, Connie DeLuca, Cheryl Pearce-Trujillo and Director Susan Matthews were in attendance. Dick Isenberger called the meeting to order at 5:00 p.m. and Cheryl Pearce-Trujillo recorded the minutes of the meeting.

Minutes

Motion by Cheryl Pearce-Trujillo to approve the March 26, 2019, Regular BOT minutes. Motion carried.

Financial Report

Motion by Connie DeLuca to approve the March 2019, financial report. Motion carried.

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

Motion by Cheryl Pearce-Trujillo to approve the 3/1/2019 through 3/31/2019, bills per the attached list. Motion carried

Public Comment

None

Officer’s Report

Update - Finance Committee Chairman Connie DeLuca
  ● Since we don’t currently have a ladder of investments on the investment side of the spreadsheet, we will eliminate ⅓ of the Financials Spreadsheet for our future meetings.

Director’s Report
  ● Staff training on April 19th went well. We focused on archiving, housekeeping, teamwork, work-based scenarios, Marmot, time cards, etc.
  ● We have switched our staffing needs based on courier changes that we have seen.
  ● We are finalizing the summer schedule and hope to have it out by the 2nd week of May.
  ● May 2nd - 4th, Susan will be in Colorado Springs at the Colorado Director’s Retreat.
  ● Susan is working on finalizing “salvage day” at 415 E Street property.
  ● Susan met with Central Colorado Telecom and Knight Electric to discuss fiber optic access and phone system, and internet updates.

Action Items and Unfinished Business

Expansion Updates

- Timeline for the Expansion Project was discussed based on the Pre-Construction document that was received on April 16, 2019. Materials for carpeting, tile, luxury vinyl tile, and painting were also discussed and samples reviewed. More decisions will be made as the construction proceeds.

Cecilia Williams - Texas Land Update

- Dick will contact Paden Penny and discuss the particulars of Frank William's successors and heirs as a part of the original will. He will make contact prior to any decision made on entering a lease agreement with parties interested in locating mineral/oil on the portion of the Texas property that belongs to the Salida Regional Library.

Employer Council

- The Employers Council membership of $1450.00 saw an increase of $150. While we approved the suspension of the 2019 membership in the March 26, 2019, meeting, Susan would like the motion amended so that she can reinstate the Employers Council membership if the need arises.

Motion by Cheryl Pearce-Trujillo to allow Susan to renew/reinstate Employers Council membership if the need arises without having to consult the board on that decision. Motion carried.

Board of Trustee Meeting Times

- The BOT decided to continue future meeting times at 1 p.m. on the fourth Tuesday of each month.

Motion by Susie Ragan to move the regular BOT meetings from 5 p.m. to 1 p.m. Motion carried.

New Business

Employee Handbook Review - Insurance Section

- Susan explained her findings regarding the reimbursement of health benefits to employees whose spouses already pay for the entire employee + spouse premium through another health insurance carrier and can produce documentation to that effect. This only applies to one employee.
Motion by Cheryl Pearce-Trujillo to approve and re-adopt the Employee Handbook with corrections to the Insurance Section outlining reimbursement to full-time employees who have personal insurance through other carriers as stated on page 7. Motion carried.

Donation Levels

- Susan shared a suggestion for Donor Support for the SRL 2019 Expansion. The BOT will continue to discuss funding levels and displays for donors at future BOT meetings.

Meeting Adjourned at 6:30 p.m.

Next Regular Meeting: Tuesday, May 28, 2019, at 1 p.m.
Submitted by:
Cheryl Pearce-Trujillo