Salida Regional Library
Board of Trustees Meeting Minutes
August 27, 2019

The regular meeting of the Salida Regional Library Board of Trustees was held at the Library on Tuesday, August 27, 2019. Dick Isenberger, Connie DeLuca, Susan Ragan, Gloria Broudy, Cheryl Pearce-Trujillo and Director Susan Matthews were in attendance. Dick Isenberger called the meeting to order at 1:00 p.m. and Cheryl Pearce-Trujillo recorded the minutes of the meeting.

Minutes

Motion by Susan Ragan to approve the July 23, 2019, Regular BOT minutes. Motion carried.

Financial Report

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

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

Motion by Susan Ragan to approve the 7/1/2019 through 7/31/2019, bills per the attached list. Motion carried

Public Comment

None

Officer’s Report

None

Director’s Report

- Susan is working on the 2020 budget and is in discussion with staff about needs they see around library for improving the facilities, etc.
  - Window cloth pulls need replacing and Architectural Glass has been contacted. A grant will be submitted to the Colorado State Historical Society for this expense including the removal of dead landscaping and updating painting and stucco.
- Joy and Susan are looking at image permission requests and policy since SRL sometimes gets requests for use of the information we have written and images we own. Apparently there have been individuals who are publishing booklets for profit using these items. We are looking at where to draw the line for “for profit” use and examples of
policies that other libraries use that address people who use library information for
personal profit.

- **Community Outreach:**
  - Programming will be minimal this fall because of the expansion. We will continue
    the book clubs, storytime, one-on-one tech classes and meeting space for the
    lawyer legal aid service.
  - A staff member will be taking a four week webinar on Libraries and Alzheimer’s –
    how to support caretakers and people with Alzheimer’s. The staff member will
    come back and present to the rest of the staff.
  - On August 16th, Becky and Susan participated in the Longfellow Elementary
    School (LES) Meet & Greet by signing up students and parents for library cards.
  - Montessori and Crest Academy classes from grades 5-8 came and did
    orientations last week. The focus was on finding books for their research topics.

- **Marmot Group** is looking at joining other consortiums across the U.S. in boycotting
  ebooks from Blackstone Publishing. Blackstone Publishing will not allow a library to
  purchase multiple copies of new releases of books until three months after consumers
  have first shot. BP will only allow one copy per the whole library consortium for the first
  three months. Library consortiums want to boycott from now until December to hopefully
  make an impact with Blackstone. It may be a non-issue after January. SRL doesn’t use
  a lot of BP materials, however, BP does limit utilization and it inflates the costs of
  materials used by Marmot Board.

- **Humphries-Poli Architects** had a name change to Ratio Humphries-Poli. The change
  was announced a few weeks ago and we were notified that Ratio is the new partner with
  Humphries-Poli Architects.

- **Susan** received a lead from Dick who said that High Country Bank was getting rid of
  some of their artwork in a remodel they are doing. Susan contacted HCB and will follow
  up next week if she hasn’t heard from them.

- **The Capital One card** gets 1.5% rewards. This question was asked by the trustees in
  the last regular meeting.

- **Becky Nelson’s** 30 year anniversary of working for SRL is in October. We are planning a
  storytime “leaders read” which will feature various community leaders to come in and
  read to the children. One trustee is invited to read on October 2nd at the regular
  storytime. A community reception for Becky will be held that evening from 4:00 pm to
  5:30 pm.

- **Susan** asked the trustees for their thoughts on a timeline for publically rolling out the
  expansion to the community and other fundraising ideas which may include:
  - Articles to the Mountain Mail
  - Donor levels
  - Ground breaking ceremony
  - Visual displays of the expansion
  - Selling picture cards with historic community and building photos of Salida. An
    example was provided.
  - A home tour of various Salida residences done as a fundraiser.
  - A website blog on progress of the expansion.
Action Items and Unfinished Business

Expansion Updates

- A Cost Variance Report was given to the trustees ahead of the Wednesday, September 28th meeting with RHP and HW. Susan gave an overview of the contents of the report including: HVAC and schematics, timelines, cement around the building, cost savings methods (electrical some other bids are over the budgeted amounts) and a total overage as of today of $185,000. Scott Reed, site manager for RHW, stepped into the BOT meeting to introduce himself and address the updates and items that may affect the cost of the expansion.

Evaluation Discussion

- Susan’s director evaluation done by staff showed that the majority feel she is effective and highly effective in all performance areas that were measured. Cheryl expressed concerns with the Google Forms tool that was used. She said that because of the limited number of responses that evaluators could give in each section, graphs may give a distorted view of Susan’s performance based on the number of people who responded. Cheryl also expressed concerns about the lengthy and inconsistent written responses that were given on some sections. The comments were pointed to issues that weren’t covered in the evaluation and that Susan deserved to respond in our BOT meeting.
- Susan followed up to the board about the written comments regarding her performance and how she addressed these in her staff meeting. At no time prior to the evaluation or staff meeting had any of the issues been brought up. She again offered staff the opportunity to come to her directly with their concerns.
- The BOT will receive the opportunity to evaluate Susan’s performance beginning August 27th.

New Business

None

Meeting Adjourned at 3:02 p.m.
Next Regular Meeting: Tuesday, September 24, 2019, at 1 p.m.

Submitted by:
Cheryl Pearce-Trujillo

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