

**Salida Regional Library  
Board of Trustees Meeting Minutes**

April 27, 2021

The regular meeting of the Salida Regional Library Board of Trustees was held via the GoToMeeting (virtual format) based on allowances from Governor Jared Polis's "Safer at Home" order issued Monday, April 27, 2020. Susan Matthews, Susan Ragan, Gloria Broudy, Cheryl Pearce-Trujillo and Matt Burkley attended the meeting using the GoToMeeting platform. Connie DeLuca was absent. Susan Ragan called the meeting to order at 1:00 p.m., and Cheryl Pearce-Trujillo recorded the minutes.

Minutes

Motion by Matt Burkley to approve the March 30, 2021, Regular BOT minutes. Motion carried.

Financial Report

After a review of the financial reports for March 2021, Gloria Broudy made a motion to approve. Motion carried.

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

A review of the 03/1/2021 through 03/31/2021 bills per the attached lists was conducted and Cheryl Pearce-Trujillo made a motion to approve. Motion carried.

Public Comment

- None

Officer's Report

- None

Director's Report

- Susan reported that:
  - She is working on the strategic plan.
  - The PTO (Personal Time Off) committee continues to meet and is writing up a first draft to be discussed at the April 28 committee meeting.
  - The SE Library Directors met here on Monday, April 26<sup>th</sup>, for their quarterly meeting.
  - The staff training was held on the morning of April 23<sup>rd</sup>.

- She is finalizing the summer programming to include some in-person programs and in-person/outside activities for the summer reading program as restrictions allow.
- She contacted the Chaffee County Health Department to see where we are with masks and other restrictions as the state mandate ends May 1 or 2. Andrea Carlson said that it appears that Governor Polis has left mask requirements up to individual counties and Chaffee County will continue to require these until the end of May.
- Money from the oil lease was received in the amount of \$520. This amount may be received on a quarterly basis but Susan is awaiting the actual papers that follow the check.
- The 2021 audit is underway.
- The use of the virtual (GoToMeeting) platform for the SRL Regular Board of Trustees monthly meetings will continue through May and move to hybrid meetings in June. Trustees will have the option to return to the in-person meeting or join by the GoToMeeting format.

### Action Items and Unfinished Business

#### Tutorial by Paden Penny on Oil/Gas Land in Texas

- Susan gave a brief overview of the land that was left to the SRL in the Cecilia Williams Estate. Some BOT members, along with Susan, were given the tutorial by Mr. Penny, Reeves County Assessor. He said that there is a clause in the contract discussing “depth severance”. This means there is the possibility that the SRL may be able to renegotiate the lease agreement if the drilling company goes beyond the initial depth outlined in the lease. The lease agreement expires in March 2022, but the SRL will continue to have ownership thereafter.

#### Strategic Plan Update

- Susan reported that she met with employees after the strategic plan input was received. There were four main goals that were identified:
  1. Expand communication and awareness of content/offerings/media in all age categories.
  2. Offer a broader, more diverse selection of materials related to LGBTQ, kids of color, etc., content.
  3. Continue Monitoring library operations, technology, and budget/financial expenditures.
  4. Look for opportunities to provide content through community out-reach activities.

### New Business

#### Review of BOT By-Laws Policy Review

- The trustees agreed with Susan Matthews that an every-other-year approach to reviewing the by-laws would suffice.

#### SRL Project Chart

- Susan provided a copy of the SRL Project Chart and outlined specific projects, needs, action steps and completion dates for things such as: building and outdoor improvements, technology replacement, cleaning/landscaping, strategic plan implementation, space allocation for books (related to book sales) and staff training.

Next Regular Meeting: Tuesday, May 25, 2021, at 1 p.m. by using the visual/voice platform GoToMeeting.

Gloria Broudy made a motion to adjourn. Motion carried. Meeting Adjourned at 2:00 p.m.

Submitted by:  
Cheryl Pearce-Trujillo

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