

Salida Regional Library
Board of Trustees Meeting Minutes
August 24, 2021

The regular meeting of the Salida Regional Library Board of Trustees was held via a hybrid format of GoToMeeting (virtual format) and in person at the library. Susan Matthews, Connie DeLuca, Susan Ragan, Gloria Broudy, and Cheryl Pearce-Trujillo attended the meeting in person. Matt Burkley was absent. Connie DeLuca called the meeting to order at 1:00 p.m., and Cheryl Pearce-Trujillo recorded the minutes.

Minutes

Motion by Susan Ragan to approve the July 27, 2021, Regular BOT minutes. Motion carried.

Motion by [Gloria Broudy](#) to approve the Special Meeting Minutes from August 12, 2021. Motion carried.

Financial Report

After a review of the financial reports for July 2021, Susan Ragan made a motion to approve and file the reports for the auditor. Motion carried.

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

The trustees reviewed the 07/1/2021 through 07/31/2021 bills per the attached lists and Susan Ragan made a motion to approve. Motion carried.

Public Comment

- Susan Matthews received an email from an anonymous patron who complained about the noise level in the library. The individual stated that the staff did not monitor the noise level and requested this email be brought to the attention of the Board of Trustees.

Officer's Report

- Cheryl Pearce-Trujillo reported that she met on August 12th, with Gloria Broudy (in-person), Susan Matthews (in-person), and Connie DeLuca (via phone) to discuss a new salary schedule and future budget impact. Minutes from that meeting have been added to the BOT packet for this meeting. After discussing the positive and negative aspects to both, everyone gave a target range of where they'd feel comfortable regarding a base salary. This subcommittee agreed to send their recommendations forward to the BOT for consideration in the August 2021 Regular BOT meeting.

Director's Report

- Susan reported that:
 - We received the ARPA grant (American Rescue Plan Act) for \$6185 for hotspots and checkoputable laptops or chromebooks - anything to help get internet access to the community.
 - Employer's Council rates have increased. We have not used it for 2 years, but discussed reinstating membership. New cost is \$3300/yr. Worth it?
 - Window cleaning bid came back exceptionally high, so having our current Janitors do it for half the original bid.
 - Stumps(3) were ground and wood chips discarded. We will look to replace them with new trees in the spring.
 - Book drop moving from alley. Thus far only a couple of complaints.
 - Staff evaluations this week: discussing in detail evals, new PTO policy and new salary schedule.
 - New health insurance starts for all FT employees Sept 1
 - CAL conference: not attending - didn't see enough sessions worth attending.
 - GARNA, SRL & BV library collaboration for a community read...name to come.
 - We will be recommending masks for ages 6+ at any event we have this fall.

Action Items and Unfinished Business

Proposed New Salary Schedule

- Susan presented a proposed salary schedule for discussion. She conducted market research specific to our community and other library districts with similar demographics. Along with the subcommittee's discussion points, the trustees also took into consideration:
 - annual re-evaluation of cost of living statistics and economic uncertainties for adjustments to the salary schedule.
 - In some circumstances, higher rates of pay may be offered to those new employees who have experience but must have BOT approval.
 - possible merit pay bonuses that could also be given based on an employee's evaluation.
 - This salary schedule will remain fixed for the 2022-2023 fiscal year.
 - Susan requested that her salary be fixed for two years.

A motion was made by Susan Ragan to adopt a new salary schedule for implementation in October 2021 with adjustments made annually or dependent upon budgetary factors. A new base of 19.00/hr will be used for part-time new hires. Salaried positions will begin at \$22.00-\$27.00/hr for full-time employees and supervisory positions. The base for the director will be \$82,000.00/yr.

Next Regular Meeting: September 28, 2021, at 1 p.m., by using a hybrid meeting option where trustees can participate either in person at the library or through the visual/voice GoToMeeting platform.

Cheryl Pearce-Trujillo made a motion to adjourn. Motion carried. Meeting Adjourned at 2:00 p.m.

Submitted by:
Cheryl Pearce-Trujillo
