

**Salida Regional Library**  
**Board of Trustees Meeting Minutes**  
September 28, 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, Susan Ragan, Gloria Broudy, Matt Burkley, and Cheryl Pearce-Trujillo attended the meeting in person. 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 Gloria Broudy to approve the August 24, 2021, Regular BOT minutes. Motion carried.

Financial Report

After a review of the financial reports for August 2021, Cheryl Pearce-Trujillo 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 08/1/2021 through 08/31/2021 bills per the attached lists and Gloria Broudy made a motion to approve. Motion carried.

Public Comment

- None

Officer's Report

- None

Director's Report

- Susan reported that:
  - there were a few issues with patrons that she dealt with that didn't require police intervention. A hacking incident affected the phone system nationwide. It took a couple of days to resolve.
  - she and the staff are evaluating programs to see what to replace and keep for January - May 2022.
  - she and Alison (our bookkeeper) completed the payroll adjustment and moved from Sick/Vacation Leave to Paid Time Off.
  - the 2022 budget analysis continues with priority given to the evaluation of services, identifying needs, etc.

- she ordered rapid COVID tests for staff through the Colorado Disease Control and Public Health Response and she’s waiting to hear when they will get them.
- she’s starting to plan for C J – timeline of “to-dos” and is waiting to hear from him on some specifics before moving forward.
- the Texas oil lease agreement with Noble Gas has paid a total of \$4093.71 thus far for 2021.

Action Items and Unfinished Business

- None

New Business

- Budget 2022 (General 1st draft & supplements)
  - Susan gave the trustees documents to review that include budget trends, comparisons, wages, her thoughts, and rationale for developing the 2022 budget. \*\*See Budget Folders in the BOT Packet She asked the BOT to offer additional considerations for the October meeting.
- BOT Nominations
  - Susan Ragan’s term is up at the end of this year. Susan and the trustees will discuss this in next month’s meeting.

Next Regular Meeting: October 26, 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 stated that she will not be in attendance.

Meeting Adjourned at 1:55 p.m.

Submitted by:  
Cheryl Pearce-Trujillo

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