

Salida Regional Library
Board of Trustees Meeting Minutes
April 26, 2022

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, Cheryl Pearce-Trujillo, Matt Burkley, and Gloria Broudy attended in person. Connie Deluca and Susan Ragan attended virtually. Connie Deluca 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 March 29, 2022, Regular BOT minutes. Motion carried.

Financial Report

After reviewing the financial reports for March 2022, 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 03/1/2022 through 3/31/2022 bills per the attached lists and Matt Burkley made a motion to approve. Motion carried.

Public Comment

None

Officer's Report

None

Director's Report

Susan reported that:

- the March staff meeting included the local Presbyterian Minister who gave an update on the homeless population issues. Mike Orrill also gave an update on the use of Narcan relative to community public health issues.
- the monthly staff meeting will be held this week (week of 4/25/2022)
- she is working on rearranging the schedules to allow for hiring temporary workers for the summer.
 - Hannah Sites will head the outreach program for the Poncha Springs project. This will be a full-time position and Hannah will be trying this out and coordinating the logistics with Susan. Susan is looking for someone who has knowledge of library best-case practices vs. someone who has a general knowledge of library functions.

- Susan is also considering hiring a temporary position and is someone who is interested in pursuing a library science degree. This person would help with aspects of the STEM program and going through old files and archives that need to be purged.
- summer programs are being finalized.
- the locker system for Poncha Springs has been ordered and will arrive in 6-12 weeks. Susan is working with Brian Berger to set up the location of the lockers at the Poncha Town Hall.
- the SRL hosted an escape room on April 23rd and it went well. Five groups of six people each went through the escape room and there was still a waitlist. An escape room in the fall is being considered.
- the auditors will meet on April 27th with Susan and [Alison Ramsey](#).

Action Items and Unfinished Business

Workplace Climate Survey Results-Update

- As a followup from the last BOT meeting, Susan had a conversation with the employees in the March staff meeting to better understand some of the results given in the Workplace Climate Survey. She reported that staff members assumed that giving a “3” was positive and similar to how they are rated when they are reviewed. Susan explained to the staff what the difference is between the survey rating system and their annual performance review.
- Susan’s next step will be to go over with each employee, any suggestions or input on how to improve the workplace climate.

New Business

BOT By-law Review

After reviewing the Salida Regional Library Board of Trustees By-Laws, Gloria Broudy made a motion to approve. Motion carried.

Safe Child policy review - per SB21-088

Susan explained to the trustees how Senate Bill 21-088 will be impacting the library policies governing how children are to be kept safe in and on the premises. A few revisions were suggested to clarify the wording in our current policy.

Gloria Broudy made a motion to approve, with the revisions, the Safe Child Policy as per the SB21-088 guidelines. Motion carried.

Next Regular Meeting: May 24, 2022, at 1 p.m., using a hybrid meeting option where trustees can participate either in person at the library or through the visual/voice GoToMeeting platform.

Meeting Adjourned at 2:00 p.m.

Submitted by:
Cheryl Pearce-Trujillo
