

**Salida Regional Library**  
**Board of Trustees Meeting Minutes**  
December 6, 2022

The regular meeting of the Salida Regional Library Board of Trustees was held with the option of using the GoToMeeting (virtual format) and/or attending in-person at the library. Susan Matthews, Matt Burkley, Cheryl Pearce-Trujillo, Gloria Broudy, and Connie Deluca attended the meeting in person. 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 Susan Ragan to approve the October 26, 2021, Regular BOT minutes. Motion carried.

Financial Report

After a review of the financial reports for October 2022, Gloria Broudy 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 10/1/2022 through 10/31/2022 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:

- author Peter Heller's appearance on June 13, 2023, was finalized and the SRL will work with the Steamplant to host a community read. The title of Heller's book for this read will be announced at a later date. Additional art events will be added to complement the community read itinerary as well as book discussions. Details will be finalized in January 2023.
- the staff training on November 9 was successful.
- the SRL participated in the Parade of Lights. Continuing with the holiday flair through the month, the SRL will have some fun social media events, kids crafts, etc.
- winter programs include: Escape Room on Saturday, holiday crafts, and Santa coming on December 14.

- there have been some plumbing issues in the men's bathroom which are being worked on.
- there has been an uptick in homeless people in the evenings, items outside the library, etc. We are working on the best solutions and how all staff consistently deals with these individuals and/or the items they leave behind.
- regional directors will meet in Buena Vista on Thursday, December 8, at 3 pm.
- she is thinking of having a patron appreciation stop-in with coffee and treats on December 22.
- submitted the FAMLI opt-out form on the state web portal.
- have been working on last-minute budget changes, evaluations, etc.
- the lockers in Poncha Springs are operational. Staff is in training and an article in the Mountain Mail will be published on December 9, 2022, explaining how patrons can access their items.

### Action Items and Unfinished Business

#### Finalization of the 2023 Budget:

- Susan presented the final 2023 general budget. Trustees asked about specific line items and the addition of \$400,000.00 for the anticipated purchase of a bookmobile. Susan answered questions and explained that the budget is solvent enough to afford that purchase and it requires more research. A visit to the dealership in Denver will be planned early in 2023 to look at bookmobile options.

Gloria Broudy moved to approve the 2023 general budget with corrections. Motion carried.

#### Oil/Gas Lease Update

- Susan Matthews and Cheryl Pearce-Trujillo met with Bob Elliot on Thursday, November 3, 2022, to discuss the oil/gas lease on the property left to the library by Cecilia Williams. Bob is a retired attorney who practiced law in Texas and New Mexico, specifically related to the oil and gas industry. He reviewed our paperwork and offers we've received from interested parties who would like to purchase our mineral/gas rights. The trustees agreed to continue on without entertaining offers. No motion was needed.

### New Business

#### Certification

- Certification of 2023 Tax Levies

Matt Burkley made a motion to approve the certification of the tax levies for 2023. Gloria Broudy seconded the motion. Motion carried.

Resolutions

- Resolution 2022-B - Resolution to adopt the 2023 Budget

Gloria Broudy moved to approve the resolution to adopt the 2023 budget. Matt Burkley seconded the motion. Motion carried

- Resolution 2022-C - Resolution to appropriate sums of money for Budget Year 2023

Gloria Broudy moved to approve, the resolution to appropriate sums of money for the 2023 budget year. Matt Burkley seconded the motion. Motion carried.

- Resolution 2022-D - Resolution to set mill levies for Budget Year 2023

Gloria Broudy moved to approve the resolution to set mill levies for the 2023 budget year. Matt Burkley seconded the motion. Motion carried.

Director's Evaluation

- Susan Matthews and Cheryl Pearce-Trujillo discussed the director evaluation format that the BOT uses to evaluate Susan. Based on input from the supervisors in the director's evaluation in 2022, Cheryl suggested that the trustees be the only group to evaluate Susan using the current evaluation tool. Cheryl will send trustees Susan's evaluation in early January 2023 and report the results in the regular January 2023 meeting.

Next Regular Meeting: January 17, 2023, at 1 p.m., will be the next regular BOT meeting.

Meeting Adjourned at 2:03 p.m.

Submitted by:  
Cheryl Pearce-Trujillo

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