

**Salida Regional Library**  
**Board of Trustees Meeting Minutes**  
March 28, 2023

The regular meeting of the Salida Regional Library Board of Trustees was held via a hybrid format of GoToMeeting (virtual format) and in-person attendance at the library. Susan Ragan virtually attended. Matt Burkley, Cheryl Pearce-Trujillo, Connie DeLuca, and Susan Matthews attended in person. Gloria Broudy was not in attendance. Matt Burkley 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 February 28, 2023, Regular BOT minutes. Motion carried.

Financial Report

After a review of the financial reports for February 2023, Connie DeLuca 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 2/01/2023 through 2/28/2023 bills per the attached lists and Connie DeLuca made a motion to approve. Motion carried.

Public Comment

None

Officer's Report

None

Director's Report

Susan reported that:

- the community read , Peter Heller's book, The Dog Stars, and had two discussion groups with 50 people participating. Monthly activities associated with this author's discussion in June include a Sip-n-Paint on April 7th, 2023 with Tina Groman at the Scout Hut. A movie showing on May 7th, 2023, will also take place at the SteamPlant.
- on March 28, 2023, a Colorado Law mandating two-factor authentications will be in effect requiring patrons to set and use a password on their accounts.
- on March 28, 2023, a new pay-for-print system will be put into place letting patrons know how much printing their documents will cost before they print them. Patrons will have to pay for the documents at the circulation desk before receiving them.

- PFCS will provide cultural awareness training at the March staff meeting. Mark Monroe and Jimmy Sellers will be presenting the training.
- 11 people have applied for the part-time position on Thursdays and Fridays beginning in May. Applications are being reviewed so interviews can be scheduled.
- Allison and Susan are beginning to work with the auditor.
- a local authors' fair is scheduled for June during the ArtWalk.
- the library's website is being updated to become compliant with voice-reads accessibility as per the Colorado ADA Law. LaVeta has been selected to be the state's testing site for the software.

### Action Items and Unfinished Business

#### Creation of Salary Schedule

- In a continued discussion from the previous BOT meeting, Gloria and Connie are still planning to meet with Dan Short at the county to gain information on how they design their salary increases. Susan also presented pay statistics from the LRS that show the minimum and maximum ranges, average, and median salaries for library directors, managers, and library assistants.

#### Book Mobile Update

- Susan, Becky Nelson, and Cheryl Pearce-Trujillo visited the Montrose Library on March 3, 2023, to look at their bookmobile (bus) and Sprinter van. Paul Paladino, director of the library along with some of his staff gave tours of the mobile units, discussed design options, shared logistical issues and solutions, and gave contractual documents used when partnering with local businesses, schools, and agencies. Susan will contact Summit Body Works to schedule meeting times to discuss placing an order for our bookmobile.

### New Business

#### Policy Review - Flyers

After reviewing the Salida Regional Library Flyer Policy, Susan Ragan made a motion to approve and readopt the policy without additions or corrections. Motion carried.

#### Handbook Review from Employer Council

- The trustees will review the draft and suggested corrections to the Employee Handbook for approval at the next board meeting.

Next Regular Meeting: April 25, 2023, at 1 p.m.

The meeting adjourned at 1:50 p.m.

Submitted by:  
Cheryl Pearce-Trujillo

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