

Salida Regional Library
Board of Trustees Meeting Minutes
January 23, 2024

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. Susaan Ragan, Connie Deluca, Matthew Burkley, Gloria Broudy virtually attended. Susan Matthews attended in person. Cheryl Pearce-Trujillo was absent. Matthew Burkley called the meeting to order at 1:02 p.m., and Susan Matthews recorded the minutes.

Minutes

Motion by Susan Ragan to approve the January 7, 2024, Regular BOT minutes. Motion carried.

Financial Report

Quickbook Reports, Deposit Detail, and Investment Worksheet

- Trustees reviewed all financial reports from December 1, 2023 through December 31, 2023.

Payment of the Bills, Credit Card Statement, Payroll

- After a review of the bills for December 2023, Susan Ragan made a motion to approve the bills and file the reports for the auditor. Motion carried.

Public Comment

None

Officer's Report

None

Director's Report

Susan reported that:

- Front desk- work in progress, awaiting the countertop which may be three weeks out.
- Working with state and other directors on redefining library state standards. Will have a copy at a future meeting.
- Planning/organizing for the bookmobile: working out the details for processing, labeling, collection management, etc. The OUtreach services/Bookmobile job will be posted in February.
- Staff evaluations have begun.

- Started working on getting statistics together for the annual state report.
- Have had some courier issues since December and working with CLiC to remedy.

Action Items and Unfinished Business

Solar

- Matthew Brukley motioned to take the lower bid from Renewable Energy Outfitters. 3 yes and 1 no. The no vote was due to the fact that something did not seem right with the bid.

Calendar Review

- Was done January 4 - no other discussion needed.

New Business

Director Evaluation

- Cheryl Pearce-Trujillo included the results from Susan Matthews' 2023 Director Evaluation completed by the trustees in our Board Packets. Trustees reviewed the document.

Executive Session was called at 1:35 p.m. and returned to the regular meeting at 1:45 p.m.

After a review of Susan Matthew's performance, a motion was made by Susan Ragan to give Susan Matthews a raise. Motion carried.

Election of officers

- Connie Deluca proposed a slate of officers for the 2024 term to include Matt Burkley, President; Connie DeLuca, Vice-President; Cheryl Pearce-Trujillo, Secretary; Gloria Broudy, Treasurer; with the inclusion that all trustees can sit in on the finance committee meetings and that Matt Burkley is given permission to sign checks.

Susan Ragan moved to accept the proposed slate of officers for a one-year term and the inclusions. Motion carried.

Next Regular Meeting: February 27, 2024, at 1 p.m.

The meeting adjourned at 2:03 p.m.

Submitted by:
Cheryl Pearce-Trujillo
