

Salida Regional Library
Board of Trustees Meeting Minutes
February 27, 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. Susan Ragan, Connie Deluca, and Gloria Broudy virtually attended. Susan Matthews, Matt Burkley, and Cheryl Pearce-Trujillo attended in person. Matthew 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 January 23, 2024, Regular BOT minutes. Motion carried.

Financial Report

Quickbook Reports, Deposit Detail, and Investment Worksheet

- Trustees reviewed all financial reports from January 1, 2024 through January 30, 2024. It was noted that the fraud incident on the Pueblo Bank and Trust account for \$5,500.00 that was reimbursed to our account in January 2024.

Payment of the Bills, Credit Card Statement, Payroll

- After a review of the bills for January 2024, 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:

- Ronnie Miller from Heritage House Cabinetry is working on the countertop for the circulation desk. Terry Orchard has completed the desk, and Scott Sandell will be tiling the floor around the desk.
- She met with Aaron Mandelkorn from Renewable Energy Outfitters to do a walkthrough on the project, sign the contract, and discuss permits. In March he will order the

equipment and begin installation in April. By the end of May, Xcel will install the box for the solar panels and turn on the system.

- Xcel did conduct an energy audit and recommended direct installation of LED ballasts from fluorescent ballasts. This would save \$2200.00. They also recommended the use of Smart thermostats.
- Amendment to SB 24-049 which governs how libraries consider or reconsider library resources will exclude public libraries from this Senate Bill. The proposed revisions will only pertain to public school libraries. The House has yet to vote on this measure.
- Many of the current library programs have waitlists. Lunch & learn, gardening, the escape room, etc., have been very popular.
- Staff training in February included having a school nurse teach the use of an AED (Automated External Defibrillator), and Russ Johnson from the Salida Police Department giving a training on situational awareness and when to use the non-emergency number vs. 911.
- Spring staff training in May will focus on CPR certification, technology proficiencies, and a reader's advisory how to.
- The SRL Outreach for the bookmobile job will be advertised through March 25. Interviews will occur on April 4th. A hiring committee will oversee the process.
- The Traf-Sys is up and running. This technology is a more accurate way of monitoring and reporting foot traffic in and out of the library.
- In-Memory Stickers have arrived and will be placed in books or media purchased when an employee/Board member, or family of either passes away. Books for Tim Sundgren, Kevin Nelson, and Ethan Frost have been purchased and will carry these stickers in the front covers.

Action Items and Unfinished Business

Project Updates

- The solar project was given in the Director's report.

New Business

Policy Review

Behavior

Language specific to grounds for instant removal and the location of where copies of this policy are to be located was revised.

After reviewing the Salida Regional Library Behavior Policy, Cheryl Pearce-Trujillo made a motion to approve and readopt the policy with the revisions. Motion carried.

Library User Record Confidentiality, Privacy and Removal Policy

After reviewing the Salida Regional Library Library User Record Confidentiality, Privacy and Removal Policy, Connie Deluca made a motion to approve and readopt the policy. Motion carried.

Next Regular Meeting: March 26, 2024, at 1 p.m.

The meeting adjourned at p.m.

Submitted by:
Cheryl Pearce-Trujillo
