

**Salida Regional Library**  
**Board of Trustees Meeting Minutes**  
March 26, 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 and Gloria Broudy virtually attended. Susan Matthews, Matt Burkley, and Cheryl Pearce-Trujillo attended in person. Matthew Burkley called the meeting to order at 1:04 p.m., and Cheryl Pearce-Trujillo recorded the minutes.

Minutes

Susan Ragan moved to approve the February 27, 2024, Regular BOT minutes. Motion carried.

Financial Report

Quickbook Reports, Deposit Detail, and Investment Worksheet

- Trustees reviewed all financial reports from February 1, 2024 through February 29, 2024.

Payment of the Bills, Credit Card Statement, Payroll

- After a review of the bills for February 2024, Susan Ragan moved 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:

- She is working on state statistics for the Colorado Public Library Annual Report.
- The bookmobile outreach position attracted seven highly qualified applicants. Interviews will take place in the next couple of weeks so this person can be hired and onboard before the bookmobile is delivered.
- May 1st is staff training and will include staff CPR training. The AED training was held in February.
- May 4th is the book sale.

- Summer program submission and the summer reading program are being developed.
- Renewable Energy Outfitters are working on permits, getting an electrician, and contacting Xcel Energy.
- She is looking at terms for investing our Certificate of Deposits and would like to have input on one, two-, and three-year terms based on interest rates.

### Action Items and Unfinished Business

#### Tech Plan 2024

- Susan Matthews reviewed the technology for the bookmobile and a backup Internet system for times when Aristata is down. The use of Starlink at \$110/month is a possibility. She is also interested in a system that monitors patron accessibility on library computers.

#### Strategic Plan Goal Review-Updates

- Susan Matthews gave an update on the SRL Strategic Plan Goals. She highlighted the addition and availability of digitized past editions of the Salida Mountain Mail, and increased use of newspapers, social media, and radio to promote the Library's programs and general information. The bookmobile will also be a big addition to boost our outreach goals.

### New Business

#### Policy Review

##### Investment Policy

After reviewing the Salida Regional Library Investment Policy and correcting the language in the Credit Risk section, Susan Ragan moved to approve and readopt the policy with the revisions. Motion carried.

##### Materials selection-deselection

After reviewing the Salida Regional Library Materials Selection Policy, Cheryl Pearce-Trujillo moved to approve and readopt the policy. Motion carried.

##### Solicitation, Demonstration, and Public Petition Policy

Cheryl Pearce-Trujillo moved to approve and adopt the proposed Salida Regional Library Public Solicitation, Demonstration, and Public Petition Policy. Motion carried.

Next Regular Meeting: April 23, 2024, at 1 p.m.

The meeting adjourned at 2:00 p.m.

Submitted by:  
Cheryl Pearce-Trujillo

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