

**Salida Regional Library**  
**Board of Trustees Meeting Minutes**  
October 22, 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. Gloria Broudy, Susan Matthews, Matthew Burkley, and Cheryl Pearce-Trujillo attended in person. Connie DeLuca was absent. Susan Ragan attended via GoTo. Matthew Burkley called the meeting to order at 10:00 a.m., and Cheryl Pearce-Trujillo recorded the minutes.

Minutes

Susan Ragan moved to approve the September 24, 2024, Regular BOT minutes. Motion carried.

Financial Report

Quickbook Reports, Deposit Detail, and Investment Worksheet

- Trustees reviewed all financial reports from September 1, 2024, through September 30, 2024.

Payment of the Bills, Credit Card Statement, Payroll

- After a review of the bills for September 2024, Cheryl Pearce-Trujillo moved to approve the bills and file the reports for the auditor. Motion carried.

Public Comment

None

Officer's Report

None

Director's Report

Report:

- Susan and Amy are revamping the manager evaluation.
- Susan is also working to cover Mark Monroe's shifts due to a health issue in his family. She told the Board that another temp position may need to be added.
- New people who have been hired to fill the temp and sub positions are completing their training.
- Staff training will be on October 16, 2024 from 2-6pm. The book Crucial Conversation will be discussed and other housekeeping and emergency procedures.

- Susan will meet on October 23, 2024, with the City of Poncha Springs committee that is working on a potential recreation district.
- There has been positive feedback on the bookmobile. It has been at some community events including the pumpkin patch and provides drops for holds.
- Susan would like to add personal products in the restrooms. She has visited with other library directors who offer these types of products in their libraries and the reception has been positive. Susan will approach the Library volunteers to see if some of their profits from the Book Sale could be used to purchase the supplies.

### Action Items and Unfinished Business

#### Project Updates

- Solar
  - Tim with Peak Solar is almost done with the solar installation and connections. It appears that the project will be under budget but Susan won't know until the final invoice comes due.
- 2025 Budget - Draft 2
  - Susan explained that some changes have been made in the 2025 budget. The budget will be finalized at the December 3rd, 2024, meeting along with the resolutions. Ads have been placed in the Mountain Mail and posted at the library about community review of the budgets.

### New Business

None

Next Regular Meeting (Nov/Dec): December 3, 2024, at 10:00 a.m.

The meeting adjourned at 10:55 a.m.

Submitted by:  
Cheryl Pearce-Trujillo

_____	_____
_____	_____
_____	