

Salida Regional Library
Board of Trustees Meeting Minutes
June 24, 2025

The Salida Regional Library Board of Trustees regular meeting was held in person at the Salida Regional Library and via a hybrid of GoToMeeting (virtual format). Susan Matthews, Susan Ragan, Gloria Broudy, Connie DeLuca, and Cheryl Pearce-Trujillo attended in person. Matthew Burkley attended via GoToMeeting at 10:15 a.m. Connie Deluca called the meeting to order at 10:00 a.m., and Cheryl Pearce-Trujillo recorded the minutes.

Minutes

Gloria Broudy moved to approve the May 27, 2025, Regular BOT minutes. Motion carried.

Financial Report

QuickBooks Reports, Deposit Detail, and Investment Worksheet

- Trustees reviewed all financial reports from May 1, 2025, through May 31, 2025.

Payment of the Bills, Credit Card Statement, Payroll

- It was noted that there has been a substantial decrease in the electricity bill since installing the solar system. After reviewing the May 2025 bills, Susan Ragan moved to approve them and file the reports for the auditor. The motion carried.

Public Comment

None

Officer's Report

None

Director's Report

Report:

- Susan is working on revamping staff orientation/onboarding/training processes and modules.
- She is working on a process that will allow staff to apply for professional development opportunities.
- At the June Marmot Board meeting in Palisade, topics discussed were cybersecurity, replacing ILS (Sierra), PIKA 2.0, eResources, and AI training. Marmot will coordinate the Sierra system update.
- We do not need to switch the July meeting to the 21st. The regular BOT will stay on 22nd. Susan said that she has to take the bookmobile for a small fix to Springs on the 21st.

- The Audit will be emailed to the Board by next Monday at the latest. Susan would like us to look it over and be ready to discuss it at the July Board meeting before the auditor submits it to the State. Trustees can send questions directly to the auditors through email if they want.
- Planning for fall programming is underway, and submissions are due in July.
- Susan will register for CALCON next week. If any Board members want to attend, she will send us the session listings. This year it will be in Breckenridge, so this can be a day trip if only one or two sessions look appealing.
- Getting bids for carpets throughout the building to be cleaned.

Action Items and Unfinished Business

Strategic Plan - Goals Discussion

- Susan reviewed the results from the SOAR (Strengths, Opportunities, Aspirations, Results) community survey. Susan presented the first draft of the goals and objectives she would like to implement based on the input from the trustees, staff, and community. She asked the trustees to look at the information presented and give feedback on it at a future meeting, after she has had time to look at everything with Library Staff as well.

New Business

Certified Mail and Trustee Mailbox

- Susan said that there are occasional pieces of Certified Mail that are addressed to the BOT. She would like to have a specific mailbox among the staff mailboxes for the Board. After the discussion, Susan Ragan made a motion to create an internal mailbox for the BOT. Motion carried.

Executive Session

An Executive Session was called at 10:30 a.m. and the trustees returned to the regular meeting at 10:35 a.m.

Next Regular Meeting: July 22, 2025, at 10:00 a.m.

The meeting adjourned at 10:35 a.m.

Submitted by:
Cheryl Pearce-Trujillo

