

A regular meeting of the Lone Cone Library District Board was held on October 12, 2020, at 6:00 p.m., at 1455 Pinion Street. Said meeting was posted in accordance with the Sunshine Law.

PRESENT: Rheanna Xavier, Emily Haight, Cady Metzger, Kristen Parrino, Carrie Andrew, Brandi Platt

GUESTS: Xara Andrew

CALL TO ORDER

Interim President Cady Metzger called the meeting to order at 6:02 p.m.

APPROVAL OF AGENDA

A motion was made by Emily Haight, seconded by Rheanna Xavier, to approve the agenda as presented.

APPROVAL OF MINUTES

The Library Board considered the minutes of the September 14, 2020, regular Library Board meeting for approval.

A motion was made by Rheanna Xavier, seconded by Emily Haight, to approve the minutes from the September 14, 2020, regular Library Board meeting as presented. All voted yes. Motion passed.

CALL FOR PUBLIC COMMENT

Interim President Cady Metzger asked that the information about the Civil Rights Issue be presented on next month's agenda as well as a possible cost for attorney's fees.

MONTHLY BUDGET REVIEWS

Emily Haight asked what the line Property Tax Receivable is. Library Director Carrie Andrew explained that this is the amount that we should have been paid from the taxes, but there is around \$52,000 that we will not be receiving because of the oil and gas company.

Library Director Carrie Andrew reported that there were several grants that were received this month that are not on this report including a \$20,000 donation from a private donor that has been pledged. This donor likes the idea of match grants and said that he would like to donate more in the future. This donor has named the fireplace area in honor of his father and a plaque will be made.

The Board made the recommendation of doing an audit every three years for grant purposes.

A motion was made by Emily Haight, seconded by Cady Metzger, to accept the financial report. All voted yes. Motion passed.

MONTHLY REPORTS Q&A

Library Director Carrie Andrew reported that she requested one of the staff to start working on some graphs and she will present them when they are ready.

It was reported that there has been a steady increase in visitor usage. Part of this is because our programs have resumed and our Library Programmer has had a continual increase of participants since her first program. It was reported that Pinhead is starting their programs on No School Fridays again and Telluride Theatre has reached out to start thinking about programs again. It was reported that the Telluride Foundation awarded us another \$5000 grant to continue the lunch program on Fridays through the school year.

DIRECTOR'S REPORT

Library Director Carrie Andrew reported that the irrigation system has been blown out and the watering is done for the season. We are still working with Deep Creek to fix the issues that are needing to be looked at.

It was reported that the Library is looking to hire someone for the Circulation Assistant as one of our staff members was offered a full time job elsewhere.

It was reported that Carrie is going to try to send out a monthly email to all of our patrons because people are tired of Facebook and are not seeing all of our information. It was reported that we are also going to be working with Kieran Hixon to redo our website to try to increase our circulation.

It was reported that a grant was just written for \$3500 to the Just For Kids Foundation for programs. We have a volunteer that helps with a bi-lingual storytime, but if we had the funds to pay her we can count on her regularly twice a month and for one quarterly family gathering event.

It was reported that Carrie is looking into a grant to go towards the Voices of Norwood idea.

If awarded one of the grants she is looking at, a facilitator course would be mandatory.

It was reported that the Library is going to subscribe to a service called Kanopy for video streaming.

It was reported that Carrie is trying to get a Community Heart and Soul collaboration on its feet. It builds into what has already been happening with SPARC, the Town of Norwood, WEEDC, County Commissioners and others about bringing the community together. It has brought up the idea of designing the exterior land that isn't being utilized to create a community collaboration that all ties together. The Father Syl Fund would be willing to help with shade sails or a pergola and once it starts moving forward, Carrie will be in contact with Darroll Carr about a playground. It was recommended to talk to the developers for the land south of us to plan the connectivity to our property.

BOARD MEMBER REPORTS

No reports were presented at this time.

UNFINISHED BUSINESS

Draft of 2021 Budget: An updated version of the 2021 Draft Budget was presented to the Board to review.

A motion was made by Rheanna Xavier, seconded by Cady Metzger, to approve the 2021 Draft Budget for public posting. All voted yes. Motion passed.

The Board was given a Director Evaluation Form by Carrie Andrew. It was explained that the evaluations will need to be given to the President. It was explained that in the past, some have taken an average of all of the evaluations to come up with the final numbers, and last year, the President took everyone's evaluations and compiled them into one letter to present to the Director. In the past the Director has either sat one on one with the President or the Board can call an executive session. The final evaluation has to be done before December.

Interim President Cady Metzger would like to do a combination of averages and a letter. The Board needs to have their final decision ready by the December meeting on whether or not the Director is to receive a raise. The evaluations should be done and an executive session will be held during the November meeting to discuss the results. The minutes reflect that the November Agenda will show the meeting to start at 5:45 p.m. to hold the executive session pursuant to §24-6-402(4)(f), C.R.S., personnel matters.

NEW BUSINESS

Employee Handbook Review: A motion was made by Cady Metzger, seconded by Emily Haight, to approve the changes made to the Employee Handbook. All voted yes. Motion passed.

Lone Cone Library Foundation Meeting: Library Director Carrie Andrew made the suggestion to table the Foundation meeting until January when we might have a full Board.

A motion was made by Emily Haight, seconded by Cady Metzger, to push the Lone Cone Library Foundation meeting to January. All voted yes. Motion passed.

MOTION TO ADJOURN

At 8:21 p.m., a motion was made by Cady Metzger, seconded by Rheanna Xavier, to adjourn the meeting with no further action taken. All voted yes. Motion passed.