

## Pine River Library District Board of Trustees

Meeting Minutes: January 15, 2025

Board Meeting

Call to order – Barbara Wickman 5:33 pm

- A. Roll call: Barbara Wickman, Garry Hillyer, Ann Harold McCoy, Brenda Marshall, Michaela Wilson, Lydia Wacasey, Vaughn Morris.
- B. Additions or deletions to Agenda: None

Old Business:

- A. A motion to approve December's Meeting Minutes with minor amendments was made by Barb. Ann seconded. All approved.
- B. Monthly Treasurer's Report – Garry: We've received 100% of property tax income and added 400k to the reserve. The library is in a strong financial position and well within budget. Vaughn made a motion to approve the Treasurer's Report. Ann seconded. All approved.
- C. Review of final DOLA budget message – Message was reviewed and additional language that the library keeps its most recent audits on the website was included.

New Business:

- A. Public Comment: None
- B. Director's Report – Brenda:
  - 1. Security cameras have been replaced throughout the building.
  - 2. The Friend's of the Library's Colorado Gives campaign received over \$5,000 in donations for the purpose of refreshing the Imagination Room & children's area.
  - 3. The full telehealth grant was awarded to PRL.
  - 4. Friends of the Library updates – With 2 board members unable to remain on the board due to illness and caretaking, the FOL will need to elect new members to their board during their annual meeting on Feb. 13, 2025. The FOL is a separate entity from the Library's Board of Trustees. A discussion about the FOL board and their needs followed.
  - 5. Brenda met with Randy Burton regarding his Board of Trustees on-boarding and orientation.
  - 6. Brenda and Michaela met with the auditor to begin the planning for the 2024 audit.
  - 7. PRL received a check from Solid Plumbing for electrical repairs caused while mending the broken water line.
  - 8. We received our new tables which were damaged upon delivery. The vendor is sending new table tops and an installer to replace the damaged items. Garry offered to with deliveries if needed in the future.
  - 9. The Whoville Holiday event in December was a success with over 200 people in attendance.
  - 10. New staff members, Carly and Kelly, are fantastic and are busy stepping in to their new roles. All staff members are working on their personal strategic plans for 2025/2026.
  - 11. Brenda will ask staff for feedback to include in her self-assessment for the year.
  - 12. The library board will not meet in February.
- C. Annual Review of Board Bylaws – Bylaws were reviewed.

Discussion Items:

- A. 2025/2026 Updated Strategic Plan – Review of 2025 Plan and new initiatives for 2025/2026, which include:
  - 1. Refreshing the Media Hub for use as a telehealth hub and the addition of a take-home telehealth kit to the Library of Things.
  - 2. Coordinating with America 250, Colorado 150 program to promote access to historical resources and creating a dedicated space within the library to display our special history collection.
  - 3. Hosting a Volunteer Resource Fair to connect people with organizations that are seeking volunteers.

Action Items:

- A. Vote on Board Recruitment Procedure: Vaughn, made a motion to approve the Board Recruitment Procedure. Garry seconded. All in favor to approve.
- B. Vote to confirm Board appointments:
  - 1. Vote to confirm Garry Hillyer's Board term renewal: Vaughn made a motion to approve. Ann seconded. Garry recused. All others approved
  - 2. Vote to confirm Vaughn Morris' Board term renewal: Garry made a motion to approve. Ann seconded. Vaughn recused. All others approved

Meeting adjourned at 6:49 pm

No meeting in February.

Next meeting March 19, 2025; 5:30 pm