

## **AGENDA**

### **Garfield County Public Library District Board of Trustees Meeting**

**Date: Monday August 13, 2018 6:00PM to 10:00PM**

**Place: Glenwood Springs Branch Library, 815 Cooper Avenue, Glenwood Springs, Colorado**

#### **I. CALL TO ORDER**

- A. Roll Call
- B. Recording the meeting
- C. Recitation of the Board Mission Statement
  - i. The GCPLD Board supports the GCPLD mission, vision, and values through the following actions: Ensuring financial stability, investing in staff development, providing service advocacy, and promoting District library innovation
- D. Public Participation: 3 minutes per person
- E. Approval of the agenda

#### **II. GENERAL ITEMS**

- A. Election Discussion
- B. Executive Director Interviews
  - i. Kimberly Young
  - ii. Alexa Eccles
  - iii. Brett Lear

#### **III. EXECUTIVE SESSION**

- A. An Executive Session is requested for the discussion of personnel matters pursuant to C.R.S 24-60-402(4)(f).

Next Board Meeting: September 6, 2018 at the Silt Branch Library, 680 Home Avenue, Silt, Colorado 81652

Adjourn meeting.

This agenda is subject to change, including the addition of items up to 24 hours in advance or the deletion of items at any time. All times are approximate. If special accommodations are necessary per ADA, please call 970-625-4270 prior to the meeting.

Prepared by: Amy Shipley

Posted on: August 8, 2018

**GARFIELD COUNTY PUBLIC LIBRARY DISTRICT**

**RECORD OF PROCEEDINGS: BOARD OF TRUSTEES MEETING**

**New Castle Branch Library, New Castle, CO**

**August 2, 2018**

**I. CALL TO ORDER**

Michelle Foster called the meeting to order at **6:02pm**. Amy Shipley conducted the roll call.

**BOARD MEMBERS PRESENT:**

Michelle Foster  
Sandi Kister  
Perry Sweeney  
Monica Miller  
Alice Bedard-Voorhees  
Todd Anderson  
Adrian Rippy-Sheehy

**STAFF PRESENT:**

Amy Shipley  
Kevin Hettler  
Emily Hisel  
Joe Gunter  
Brenda Kingen  
Linda Lewis  
Laurin Arnold  
Janelle Schuler  
Patrick Tonozzi

**PUBLIC PRESENT:**

none

**GUESTS PRESENT:**

Representative Bob Rankin  
Joyce Rankin  
Cate Gormley, Lake Research Partners (via phone)

**BOARD MEMBERS EXCUSED:**

N/A

**PUBLIC COMMENT SECTION:**

none

**AGENDA CHANGES/ADDTIONS:**

Agenda was taken in the following order:

- I. Call to order
- II. Consent Items
- VII. A. Gallagher Amendment
- IV. A. Introducing Patrick Tonozzi
- VI. A. Polling results presentation
- III. Branch Report
- IV. B. Staffing Report
- V. Finance
- VII. C. Election Discussion
- VII. A. Executive Director search update

VI. C. Compensation Analysis  
VI. B. Split Branch Manager

### **APPROVAL OF AGENDA**

A motion to approve the agenda with amendments was made by Alice Bedard-Voorhees, seconded by Monica Miller - **Motion passed unanimously.**

### **II. CONSENT ITEMS FOR APPROVAL**

A motion to approve the July 5, 2018 board meeting minutes was made by Adrian Rippy-Sheehy, seconded by Michelle Foster - **Motion passed unanimously.**

A motion to approve the claims for board approval was made by Monica Miller, seconded by Sandi Kister. **Motion passed unanimously.**

### **III. BRANCH REPORT**

**New Castle Branch Report, Linda Lewis**

New Castle Branch has new shelving in the children's area. Summer reading was a fun challenge. We have a new staff member who has a teaching background and she is doing amazing work.

### **IV. HUMAN RESOURCES**

**Introducing Patrick Tonozzi, Maintenance Manager**

Patrick was introduced to the board.

#### **Staffing report**

No questions on the staffing report at this time

### **V. FINANCE**

#### **Finance Update**

June 2018 Financials:

June 2018 Year to date income was 67.78% of annual budget (\$3,261,689 actual, \$4,812,080 annual budget) while operating expenses were 31.32% of annual budget (\$1,526,003 actual, \$4,872,080 annual budget).

Total cash assets, as of June 30, 2018 totaled \$5,674,839 compared to \$5,128,130 the previous month.

Sales Tax Revenue:

Sales tax revenue (before the refund) in April, 2018 was \$220,564 which was up \$10,008 or 4.75% from April, 2017. Year to date increase is up \$132,918 or 17.7% from 2017. Sales tax revenue (after the refund) in April, 2018 was \$216,979 which was up \$54,838 or 33.82% from April, 2017.

#### **2019 Budget update**

Budget committee had its first meeting Wednesday, August 1. The committee reviewed 2018 YTD budget, scheduled our next two meetings, and set a goal to have 2019 budget goals due before our next meeting. Next Budget committee meeting will be Wednesday, August 22.

**Approve 2017 audit**

A motion to approve Resolution 18-011 was made by Sandi Kister, seconded by Michelle –

**Motion passed 6 Y, 0 N, 0 Abstain**

**VI. DIRECTOR’S REPORT**

**Polling results presentation**

Cate Gormley, Lake Research Partners, presented the final poll results to the board.

**Split Branch Manager solution options**

Options for solving the split branch manager scenario were presented. The board will decide at a future board meeting.

**Compensation analysis**

Put it in the budget for 2019. Discussion tabled until December meeting

**VII. GENERAL ITEMS**

**Gallagher Amendment, Special Guest Representative Bob Rankin**

Adrian Rippy-Sheehy introduced Representative Bob Rankin, gave some brief effects of Gallagher on special districts. Rep Rankin presented several options his committee is looking at for resolving the issues caused by Gallagher.

**Executive Director Search Update**

Board voted to close the branches on Monday, August 13 for Executive Director interviews. The public is invited to attend interviews from 9am to 12:45pm at the Glenwood Springs Branch.

**Election Discussion**

A motion to go on the November ballot with a debrucing measure was made by Adrian Rippy-Sheehy, seconded by Sandi Kister - **Motion passed 6 Y, 0 N, 0 Abstain**

**IX. EXECUTIVE SESSION**

No executive session was needed.

A motion to adjourn was made by Todd Anderson, seconded by Sandi Kister. **Motion passed unanimously.** The meeting adjourned at 10:06pm.

**NEXT MEETING**

The next scheduled board meeting will be held August 13, 2018 at the Glenwood Springs Branch Library at 9:00am.

\_\_\_\_\_ Todd Anderson, President, Board of Trustees

\_\_\_\_\_ Sandi Kister, Secretary/Treasurer, Board of Trustees