

## **Gilpin County Library Board of Trustees Meeting**

### **Meeting Minutes from January 19, 2017**

**Board Members Present:** Susan Berumen, Jeanette Lamer, Harv Mastalir, Alan Smith, Virginia Unseld, Alissa Witt, Ann Wyss,

**Board Members Absent:** none

**Quorum Present:** Yes

**Others Present:** Michael Carlson

Absent: Dorothy Sweet, Friends liaison

**1. Meeting Call to Order:** 7:00p.m.

**2. Public Comment:** none

**3. Library Director's Report:** Michael presented a written report. Some highlights include keeping more accurate attendance numbers on all programs. This will be helpful in applying for grants. Susan suggested including age ranges too and that is also done with kids' programs. The library is teaming with the Extension Office to provide Teen Tech Thursdays starting in February as part of a STEAM focused robotics program. He is planning a summer concert series with 2 a month through summer months. He is continuing to work on the phone system. The library staff met to discuss drafts submitted by Gabrielle Gewirtz for a library logo and that will be presented to BOT in February.

**4. Friends of the Library Liaison Report:** Dorothy Sweet was not present so Ann reported. The Friends got their cash box back from Sheriff's Department who had been holding it for a couple years as evidence. Friends have approved \$7000 for 2017 funding requests including the artist-in-residence series, film series, summer concert series, summer reading program. The BOT discussed that the library should fund essential programming (like summer reading program) in our budget and the Friend's donations should go to things above and beyond the responsibility of the library.

#### **5. Old Business:**

- a. We enthusiastically welcomed our new Board members, Jeannette Lamer and Alisa Witt.
- b. We discussed inviting the County Commissioners to a meeting to share information about our IGA which is unusual within the county and state. We decided that March would be a good month to do that.
- c. Employee and Friends' appreciation event. Since we did not host a picnic last summer, we will invite the Friends and employees to a happy hour at Roy's on March 10 at 6:00. BOT members will pay for the first round for all guests and Virginia volunteered to pay for pizza.
- d. No other old business

#### **6. New Business**

##### **a. Election of officers for one year terms:**

Ann nominated Alan Smith for president. Vote was unanimous.

Ann nominated Harv Mastalir for Vice President. Vote was unanimous.

Ann nominated Alisa Witt for Secretary. Vote was unanimous.

Ann nominated Susan Berumen for Treasurer. Vote was unanimous.

b. Insurance coverage: Michael provided a copy of the county insurance policy which also covers BOT members for liability.

c. Review Intergovernmental Agreement. Michael sent this to BOT members prior to meeting so we could preview it. We decided it would be worth checking it against current CO library law. Michael will send a PDF of that and we selected sections that each of would review and compare. We set a work meeting for Monday January 30 at 7:00 p.m. to present our findings and study the IGA.

d. 2017 program planning: Alan suggested that rather than program planning, we had discussed doing a strategic plan for the library. We agreed that a full strategic plan would be a good goal for 2018 so we will work on that this year. We would like to create an abbreviated list of 2017 goals including ideas for spending the large donation we received in 2016. Alan will start that and send to Virginia for other ideas. BOT members can send any ideas to Virginia also. Virginia said that she would like to see the poetry nights happen again as they were very popular. Virginia provided Michael with Chris Weeber's contact info as she has offered to help organize.

e. Managing and documenting "to do reminder list." We agreed that this is a concise and helpful tool but that it should be a separate document from the public record. Alisa agreed to create a separate document each month which will be sent out to BOT but not to others.

f. no other new business

7. Next meeting will be Thursday February 9, 2017 at 7:00 p.m.  
Meeting adjourned at 10:00

Respectfully submitted by Virginia Unseld