

Gilpin County Library Board of Trustees Meeting

Meeting Minutes: January 14, 2020

Board Members Present, Harv Mastalir, Susan Berumen, Linza Douglas, Alisa Witt, Dorothy Sweet

Board Members Absent: Jeffrey Smith,

Quorum Present: Yes

Others Present: Michael Carlson, Ruth Arnold (community member)

1. **Call to Order : 6:43 PM**
2. **Call for changes to Agenda:** None
3. **Approval of Minutes:**
 - a. Approval of Dec 10, 2020 minutes: **Dorothy moved that the minutes be approved, Linza seconded the motion. The motion passed unanimously.**
4. **Public Comment :** None
5. **Library Directors Report:** Michael will be doing an orientation with the new County Commissioners. Michael will be working on rehiring one employee that was furloughed. Patrons are still using the library in good numbers even with greatly reduced hours. Year-end finances were also reviewed.
6. **Old Business**
 - a. Discussion of Board vacancy process: We have had one applicant so far, we will be accepting applications until January 22nd. Alisa and Jeff will be conducting the interviews and making recommendations to the board at the next meeting.
 - b. Update on IGA: The draft is still being worked on by the Library Board and the County.
7. **New Business**
 - a. Election of officers for 2021: **Harv nominated Susan for Board President and Dorothy seconded the motion. The motion was passed unanimously. Dorothy nominated Harv for Vice-President. Alisa seconded the motion. The motion passed unanimously. Harv nominated Linza for Treasurer, Dorothy seconded the motion. The motion passed unanimously. Harv nominated Alisa for Secretary, Linza seconded the motion. The motion passed unanimously.**
 - b. Review Copier Quotes: **Harv moved that we authorize the director to enter a 60 month contract with X West to lease a printer. Linza seconded the motion. The motion passed unanimously. Harv moved that we authorized the director to buy the Envisionware print management software. Dorothy seconded the motion. The motion passed unanimously.**
 - c. Employee Handbook: **Harv moved that we adopt the Gilpin County Employee Handbook as the Library Employee Handbook with an addendum stipulating that "County Commissioners" be replaced with "The Library Board of Trustees" and "County Manager" be replaced by Library Director. Linza seconded the motion. The motion passed unanimously.**
8. **Next regular meeting: February 11, 2021 at 6:30 pm**
9. **Adjournment: The meeting adjourned at 7:46 PM**

Respectfully submitted by Alisa Witt, Board Secretary