

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

**Meeting Minutes:** April 8, 2021

**Board Members Present,** Harv Mastalir, Susan Berumen, Alisa Witt, Dorothy Sweet, Jeffrey Smith. Ruth Arnold

**Board Members Absent:** Linza Douglas

**Quorum Present:** Yes

**Others Present:** Michael Carlson

1. **Call to Order : 6:34 PM**
2. **Call for changes to Agenda:** None
3. **Approval of Minutes:**
  - a. Approval of February 11, 2021 minutes: **Harv moved that the February 2021 minutes be approved as amended. Dorothy seconded the motion. The motion passed unanimously.**
4. **Public Comment :** None
5. **Library Directors Report:** 1 previous employee was brought back. Plans are underway to hire a new Adult Services position.
  - a. **1<sup>st</sup> Quarter Statistics:** Usage is down somewhat, and that was expected due to limited hours. New library card requests are up 55% over last year at this time.
  - b. **Financial Report:** The finances were reviewed and discussed.
6. **Old Business**
  - a. **IGA Update:** There was a meeting with the County Commissioners regarding the IGA. The IGA is being amended to include more protected group accessibility. Some insurance questions were also clarified. The board is now waiting for the final draft to approve at a future meeting.
  - b. **Library Director Contract Committee:** The final draft of the contract needs to be reviewed by the Board of Trustees.
7. **New Business**
  - a. **Budget Reserves Discussion:** The unallocated and building fund reserves were discussed and will be further discussed at the next meeting.
  - b. **Staff Salary Proposal:** Harv moved that we increase the salary of the Library Circulation Clerk 2, to \$14.12 per hour and the Library Specialist, Youth Services to \$22.72. Ruth seconded the motion and the motion was approved unanimously.
  - c. **Eliminating Fines Proposal:** Harv moved that we eliminate all fines for overdue materials. Alisa seconded the motion. The motion was approved unanimously.
  - d. **Adult Services Job Description.** Harv moved that the board approve the Adult Services position job description. Dorothy seconded the motion and the motion was approved unanimously.
8. **Next regular meeting May 13, 2021 at 6:30 pm**
9. **Adjournment:** The meeting adjourned at 7:53 PM

**Respectfully submitted by Alisa Witt, Board Secretary**