

Gilpin County Library Board of Trustees Meeting

Meeting Minutes: September 9, 2021

Board Members Present, Harv Mastalir, Susan Berumen, Jeffrey Smith, Ruth Arnold

Board Members Absent: Alisa Witt, Linza Douglas

Quorum Present: Yes

Others Present: Michael Carlson

1. Call to Order : 6:30PM

2. Call for changes to Agenda: add to New Business C. Covid closure plans

3. Approval of Minutes:

Approval of August 12, 2021 minutes: **Harv moved that the minutes be approved as corrected, Jeff seconded the motion. The motion passed unanimously.**

4. Public Comment: None

5. Library Directors Report:

a. Financial Report: The finances were reviewed and discussed

6. Old Business: 2022 Budget reviewed: Awaiting letter from Gilpin County with new rates to be used.

7. New Business

a. Addition to Borrowing Policy: Harv moved to adopt the recommended policy addition from Michael re: consequences for abuse of privileges, Ruth seconded. The motion passed unanimously.

b. Discuss Staff Evaluation and Timeline: Board affirmed plan to begin as of January 2022 with new policy to make salary adjustments and reviews on anniversary date of each staff.

c. COVID closure: Discussed circumstances when, due to COVID exposure and quarantine, there may be insufficient staff to remain open during regular hours.

Michael will consult with County Public Health on staff notification protocol in these circumstances. If Michael is on vacation, Susan Berumen Board President would make the call whether to close.

8. Executive Session: §24-6-402(4)(f), CRS. Harv moved to go into Executive Session per CRS statute to discuss personnel matters re: Library Director evaluation. Susan seconded. Motion passes unanimously.

Harv moved and Jeff seconded coming out of Executive Session at 8:25pm.

Harv moved to approve a salary increase of 7% for Michael Carlson effective hire date anniversary of 9/17/21. Jeff seconded. The motion passed unanimously. Michael will be asked for a self-evaluation including development goals for the next year.

Next regular meeting: October 14, 2021

Adjournment: The meeting adjourned at 8:30 PM

Respectfully submitted by Alisa Witt, Board Secretary, with assistance from Ruth Arnold who took notes.