

Gilpin County Public Library Board of Trustees Meeting

June 13, 2024

Attendance: Ruth Arnold, Harv Mastalir, Dorothy Sweet, David Josselyn, Linza Douglas, Lauren Lottino; Michael Carlson, Library Director

Absent: Alisa Witt

- I. **Call to Order:** 6:30pm
- II. **Call for changes to Agenda:** Add “Acting Secretary” under **E. New Business**. Add “Signage in Parking Lot” under **F. New Business**. Harv moved to approve changes, Linza seconded. Approved unanimously.
- III. **Approval of May 19, 2024 Minutes:** Dorothy moved to approve the minutes, David seconded. Approved unanimously.
- IV. **Public Comment:** None
- V. **Library Director’s Report:**
 - a. **Financial Report:** The finances were reviewed and discussed.
 - b. **Review May 2024 Activity:** Michael reported on May showing steady activity, with Door Count up 11% over last May and Program Attendance up 19.2% (for 9 programs with 211 people attending). Circulation continues to struggle (down 7.3%) but still slightly ahead for entire year. Summer Reading Program has officially kicked off and we have 6 different children’s performers booked, with help from Friends of Library to pay for these summer shows. Meeting Room was used 21 times, 16 new library cards issued, and 14 requests for notary services. Plan for Lane Laubhan to present on Home Funeral Movement on 7/9/24.
- VI. **Old Business:**
 - a. **Update on EV Charging Stations:** Contract for installation was finalized with United Power to install the transformer. RFP for installation of charging stations is out and should be done by end of summer. This is being handled by the County.
 - b. **Update on Parking Lot Lighting:** Still no response from FSG, company that came out to survey our parking lot and suggested lighting alternatives. Michael is exploring bundling this into the EV Charging Station installer RFP. The new transformer will have enough power to also run the parking lot lights.
 - c. **Update on Water Cistern Issues:** Library ran out of water overnight again recently, maybe due to a toilet running. No other vendor has been located to deliver water. County is considering purchasing a water truck for county needs but there may be an issue with sufficient water rights within county. Michael is asking Boulder Water Well

to bid on putting in a second cistern to increase storage beyond 2400 gallons in current cistern, and a chlorinator system and a sensor to warn us when running low.

VII. New Business:

- a. Discuss Vacant Trustee Position:** A letter of resignation from Alisa Witt was read out loud to the Board. The opening will be advertised and the hiring committee will hopefully be ready to recommend a candidate at our next August board meeting. David and Harv will be on the committee. The soonest after a BoCC meeting for confirmation of our recommended candidate would be September for the person to be officially on the Board of Trustees.
- b. Consider Accessibility Statement (Action Required):** State law now requires an Accessibility Statement be adopted by July 2024; a text was presented by Michael (which was borrowed from other Colorado library districts). All government entities are required to have their websites brought up to this code, but the deadline for being in full compliance was extended to July 2025. Michael is seeking consultation on how to increase the accessibility of our website and what software is available to implement some of those features. Linza moved to adopt the Accessibility Statement presented, Dorothy seconded. Approved unanimously.
- c. Review Changes to “Request for Reconsideration Policy”:** State legislation SB216 was recently passed to protect Colorado libraries from censorship. Michael has revised our previous policy to be in line with that legislative bill. The process for reconsideration remains the same. The record of who files the “request for reconsideration” is now considered public record, and the person who files must now live within the service area of that library district. There are also limits on how soon a resource can be resubmitted for reconsideration. David moved to adopt the new “Request for Reconsideration Policy” with the changes discussed, Dorothy seconded. Approved unanimously.
- d. Discuss the impact of SB24-233 Property Tax Limit:** This initiative will be on the ballot in November 2024, which proposes de-Brucing all the Special Districts (with the exception of school districts) to cap their increases. Michael will have more info by the August board meeting as to the financial impact on us if this were to be passed by the voters.
- e. Discuss the Acting Board Secretary position:** Ruth Arnold has been temporarily acting secretary since Jeff’s resignation. Lauren Lottino is willing to accept the nomination of Board Secretary. Linza moved for Lauren to be nominated. Approved unanimously.
- f. Parking Lot Signage:** Michael discussed with Brad Benning, County Attorney, how to limit overnight parking in Library lot. Signage is the first step legally, but parking in the lot during the day cannot be limited. We would need to purchase and install 4-6 signs. Linza moved to authorize Michael to spend up to \$1000 to cover the costs of parking signs, David seconded. Approved unanimously.

- VIII. Next Regular Meeting: August 8, 2024 (there is no July meeting).** Dorothy reminded the Board about the Friends of Library upcoming Book and Bake Sale 6/21 & 6/22.
- IX. Meeting adjourned at 7:58 pm**