

Gilpin County Public Library Board of Trustees Meeting

September 12, 2024

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

- I. **Call to Order:** 6:30pm
- II. **Introduction of new Board Member:** Richard Brandon is the head of Peak to Peak Counseling in Nederland, and a resident of Gilpin County for 8 years.
- III. **Call for changes to Agenda:** None
- IV. **Approval of August 8, 2024 Minutes:** Dorothy moved to approve the minutes, David seconded. Approved unanimously.
- V. **Public Comment:** None
- VI. **Library Director's Report:**
 - a. **Financial Report:** The finances were reviewed and discussed, including Budget 2025 estimates. The County Treasurer is collecting more than budgeted so we need to adjust that item for 2025 Budget.
 - b. **Review August 2024 Activity:** New parking lot signs were installed at less than budgeted amount. Front Desk shelving is done. Highest monthly record of circulation items checked out ever!! # of patron visits were down from this time last year but slightly higher for year over year; programming numbers holding steady but down slightly from past year (with Deb's accident early in year). Other libraries in our state association show all their #'s going down while ours are trending up, although we're still not caught up to pre-COVID levels. COVID caused a loss in a group of babies and toddlers getting connected with libraries at a formative developmental stage. The newly passed legislation on property tax will have an as yet unknown impact on library special districts, but Initiative 50 (to limit property taxes to 4%) will now not be on the ballot.
- VII. **Old Business:**
 - a. **Update on EV Charging Stations and Parking Lot Lighting:** United Power began to install power for the transformer. County install of stations still pending.
 - b. **Update on Water Cistern:** Ground Water Pump System came to install a second cistern and we had to close that Wednesday afternoon due to their hitting an electrical cable. Then library was closed Friday for putting in the second cistern, which required shutting off water to library. We now have 5900 gallon capacity which significantly lengthens how long we can go between water deliveries. Some problems with original

cistern's installation were corrected during the second cistern install, and there is now a meter that lets us know when we get down to 1500 gallon level.

- c. **Update on Study Room:** Study Pod has been ordered with 8-10 week delivery estimate. Should be ready for use by 11/1/24.
- d. **Consider 2025 Salary scenarios (Action Required):** Board discussed various packages for COLA and merit increases. This will be firmed up in October Library Board meeting when 3rd quarter data on COLA is available.
- e. **Review 2025 Preliminary Budget Estimates:** Current taxes will not be increasing (because 2025 is not a year when assessments are done; they are done in alternate years). Biggest upcoming capital project will be parking lot lighting (about \$30K).

VIII. New Business:

- a. **Discuss Front Entry Steps:** Discussed various options to reduce chance of slipping on current wooden steps. Linza moved to budget \$1200 to put non-slip aluminum "handi treads" onto steps. Dorothy seconded. Approved unanimously.
- b. **Discuss Vacant Trustee Position:** An announcement of resignation as of 9/9/24 from Loren Lottino (due to moving out of Gilpin County) was passed on to the Board by Harv. The trustee opening will be re-advertised and the hiring committee (David and Harv) will hopefully be ready to recommend a candidate at our October board meeting. The soonest after a BoCC meeting for confirmation of our recommended candidate would be December for the person to be officially on the Board of Trustees (there is no November Board meeting).
- c. **Discuss the Acting Board Secretary position:** Due to Loren's resignation, Linza nominated Ruth Arnold for Interim Board Secretary. Dorothy seconded. Approved unanimously.

IX. Next Regular Meeting: October 10, 2024

X. Meeting adjourned at 7:36 pm