

## Gilpin County Public Library Board of Trustees Meeting

December 12, 2024

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

- I. **Call to Order:** 6:32pm
- II. **Call for changes to Agenda:** None
- III. **Approval of October 10, 2024 Minutes:** Dorothy moved to approve the minutes, Linza seconded. Approved unanimously.
- IV. **Public Comment:** None
- V. **Budget Public Hearing:** Michael reported the final assessment rate came in from the Gilpin County Assessor's Office and the mill levy allowed under the mill-levy-election will be .847.
- VI. **Return to Business Meeting**
- VII. **Library Director's Report:**
  - a. **Financial Report:** The finances were reviewed and discussed, including Budget 2025 estimates. Total expenditures for 2025 budget = \$631,695
  - b. **Review November 2024 Activity:** All statistics almost identical to November 2023. Number of circulation items checked out continues to be up almost 4% from last year. The door count for month was slightly down due to several unexpected closures with snowstorm, cistern install, etc. but overall on pace with last year. Michael is spending a lot of time on completing projects such as installing anti-slip stair treads on front steps, the new flood-light/security camera on west side of building (motion-activated), and negotiating the bill on cistern installation with reduced charges (\$1100 less) due to contractor mistakes. We are right on track for Capital Outlays for the year. A few holiday programs are still coming up (Harp Concert and Deb's holiday children's activities). We are launching a concerted effort to bring more teens into the library with our new Library Specialist position going full time in January, with ideas based on a survey of teens at the school (70 responses).
- VIII. **Old Business:**
  - a. **Update on EV Charging Stations and Parking Lot Lighting:** No word on parking lot lighting since discussion with County on cost-split proposal.
  - b. **Update on Study Room:** A second Study Pod was installed to provide more private meeting space in the library.

- IX. New Business:**
- a. Resolution #24-4: Resolution to Adopt Budget: Dorothy moved to adopt Resolution #24-4, David seconded. Approved unanimously.**
  - b. Resolution #24-5: Resolution to Appropriate Sums of Money: Linza moved to adopt Resolution #24-5, David seconded. Approved unanimously.**
  - c. Resolution #24-6: Resolution to Set Mill Levy: Dorothy moved to adopt Resolution #24-6, David seconded. Approved unanimously.**
  - d. Consider Nominating Committee Recommendations:** Harv read Dorothy Sweet's letter of resignation from her 5 year term ending 12/31/24 and thanked her for her excellent service. We now have 2 openings to fill: one an ongoing term ending 12/31/27 and the other a full 5-year term ending 12/31/30. Recommendation was to appoint Linda Isenhardt to the full term and Constance Reid to the partial term, both effective 1/1/25. **Linza moved to accept the Nominating Committee's recommendations, Dorothy seconded. Approved unanimously.**
  - e. Approve Resolution for Board of County Commissioners: David moved to adopt the Resolution for Board of County Commissioners appointing these 2 Library Trustees, Linza seconded. Approved unanimously.**
  - f. 2025 Board Meeting Schedule:** the only variation from the usual is that the December Board of Trustees meeting will be the second Tuesday of the month (12/9/25) instead of second Thursday of that month, in order to accommodate the County employee holiday party conflict. **Dorothy moved to adopt the Board of Trustees 2025 Meeting Schedule, Linza seconded. Approved unanimously.**
- X. Next Regular Meeting: January 9, 2025**
- XI. Meeting adjourned at 7:20 pm**

Respectfully submitted, Ruth Arnold, Acting Secretary