



Elbert County Library District
Db a Pines & Plains Libraries
Board of Trustees
Regular Board Meeting Minutes

Wednesday, September 28, 2016

The Board of Trustees of the Pines & Plains Libraries met at a regularly scheduled monthly meeting in the Elbert Library, 24489 Main Street, Elbert, CO 80106.

Board Members Present: Rick Brown, Jill Duvall, Grant Thayer, Susan Saint Vincent, and Suzanne O'Neill (via phone).

Staff Members Present: Mary Blosser, Tim Miller and Wendy Walp.

Guests: Paula Wilderman and Jim Duvall

The meeting was called to order at 6:07 pm.

Minutes:

A motion was made by Rick Brown and seconded by Jill Duvall to approve the August 31, 2016 Meeting Minutes (rescheduled from August 24, 2016 and posted accordingly) as presented. All in favor. Motion carries.

A motion was made by Jill Duvall and seconded by Rick Brown to approve the September 10, 2016 Special Meeting Minutes as presented. All in favor. Motion carries.

Treasurer's Report:

A motion was made by Rick Brown and seconded by Grant Thayer to approve the check register #14813 - #14846 and auto deposits for September 2016. All in favor. Motion carries.

Public Input For Items Not on The Agenda: None

Reports:

Foundation Report: Paula Wilderman would be interested in helping with Fundraising for the Foundation.

Public Hearing – Proposed 2017 Budget (C.R.S. 29-1-106)

The Public Hearing was opened at 6:31 p.m. There being no public input, the meeting was closed at 6:32 p.m.

Trustee Items:

a. Discussion – i – Community Needs Assessment Presentation

Tim Miller, Director, shared information from the Community Needs Assessment 2016. Staff and Administration successfully acquired 280 completed surveys for the community needs assessment. We received a wealth of actionable information. Tim synthesized the ratings and answers into a full report, as well as a short presentation titled "Big Takeaways." Administration will be using the results in strategic planning for 2017 and beyond.

Discussion – ii - Elizabeth Building Update

Grant Thayer has had several meetings with Save the Cowboy Church. The members that he has met with are Brad Henderson, Gary Luring and Neal Wilson. There are several options that are being discussed: 1) Lease, 2) Selling their half to them, 3) Sell entire building – and lease back the Library portion to the Library, 4) lease purchase with a buyout. An updated Market Place Appraisal would be very beneficial for any future discussions. Discussion was had and there was a consensus for Tim, Mary and Grant to continue on with these conversations. Wendy will call Mike Ryan with PanTerra and inquire about the refunding of the utilities that took place while they were on the premises.

Discussion – iii. – Real Estate Representation

Tim Miller will talk to Roger and see if he would agree to the following terms: 6% commission and exclude the Save the Cowboy Church from commission.

b. Decision – i – 2017 Budget Finalization and Submission

A motion was made by Grant Thayer and seconded by Jill Duvall to approve the 2017 Budget as presented. All in favor. Motion carries.

Decision – ii. – 2015 Audit Submission

A motion was made by Suzanne O’Neill and seconded by Jill Duvall to accept the 2015 Audit as presented. All in favor. Motion carries. Inquiries will be made regarding Page 22 – Capital lease – compared to the figures that CoBiz has given for the 651 Beverly Street Lease. The auditor will work with the financial administrative assistant with the adjusting journal entries as well.

Adjournment

There being no further business the meeting adjourned at 7:37 p.m.

The next regular meeting will be Wednesday, October 26, 2016 at the Elizabeth Branch Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant