



Minutes of the meeting of the  
Elbert County Library District  
Db a Pines & Plains Libraries  
Board of Trustees

Wednesday, January 28, 2015

The Board of Trustees of the Pines & Plains Libraries met at a regularly scheduled monthly meeting in the Elizabeth Library, 651 W Beverly Street, Elizabeth, CO 80107.

**Board Members Present:** Susan St Vincent, Ron Vermillion, Jill Duvall, and Suzanne O'Neill

**Board Members Absent:** Karen Suchan was excused.

**Staff Members Present:** Kari May, Jan Gabehart, Sue Dischner, Tim Miller and Wendy Walp

**Guests:** Kim Seter and Elizabeth Dauer from Seter & Vander Wall, P.C. and a room full of public.

President Susan St Vincent called the meeting to order at 6:00 pm.

There were no corrections made to the agenda.

**Minutes:** Ms. Duvall moved, Ms. O'Neill seconded to approve the minutes of the regular November 25, 2014, special board meeting December 8, 2014 and special board meeting January 12, 2015 as presented. All in favor. Motion carries.

**Public Input For Items Not on The Agenda:** None.

**Treasurer's Report:** Mr. Vermillion moved and Ms. Duvall seconded to approve check register #14192-14227 & auto deposits and ratify checks #14162 - #14191 & December 2014 deposits. All in favor. Motion carries.

#### **Trustee Items**

##### **Discussion Item**

Public Hearing regarding the restructuring of the Executive Director Position:

The public forum was opened at 6:23 pm and ended at 6:51 pm.

The Board of Trustees and Staff was opened at 6:51 pm and ended at 7:25 pm.

##### **Decision Items**

#### **1. Restructure of Executive Director position:**

Ms. O'Neill moved and Ms. Duvall seconded that effective February 15, 2015, the position of full-time District Director, presently held by Ms. Kari May, be eliminated and that she be compensated per law, and as proposed. Ms. O'Neill, Ms. Duvall and Ms. St Vincent all in favor. Mr. Vermillion opposed. Motion carries.

Note: The compensation package includes salary thru 2/15/15, health benefits, thru 2/28/15, 8 weeks of severance, vacation pay-out at 100% and any sick & personal at 75%.

Ms. Duvall moved and Ms. O'Neill seconded that a Branch Manager be appointed to fulfill the necessary duties of the District Director as part-time District Director / part-time Branch Manager. She further moved that the newly created position of District Director / Branch Manager be offered to Tim Miller of Simla, effective February 1, 2015, at an annualized salary of \$55,000. Ms. O'Neill, Ms. Duvall and Ms. St Vincent all in favor. Mr. Vermillion opposed. Motion carries.

Ms O'Neill moved and Ms. Duvall seconded that to insure sufficient staffing to complete all necessary work, that the position of Financial Administrative Assistant be increased to 40 hours per week effective February 1, 2015, including full-time benefits and be offered to Ms. Wendy Walp, at an annualized salary of \$42,000. All in favor. None opposed. Motion carries.

Ms. O'Neill moved and Ms. Duvall seconded that to insure the provision of services to District citizens, that the position of Kiowa / Elbert Branch Manager be increased to 40 hours per week at the election of the Branch manager, including any associated salary adjustment. It is understood that any additional FTE's, or portions thereof, which are deemed necessary to effectively and efficiently provide the necessary services to patrons of Elbert County, and as recommended by the newly appointed Director/Branch Manager, shall be presented for consideration by the Board at a future meeting. All in favor. None opposed. Motion carries.

Ms. St. Vincent will compile a press release to inform the public regarding the Board's decision to eliminate the full-time District Director position.

## **2. Recommend a new trustee for appointment:**

Ms. O'Neill moved and Mr. Vermillion seconded to recommend to the BOCC to appoint Richard "Rick" Brown as a Pines & Plains Libraries Trustee, term ending January 2018. All in favor. None opposed. Motion carries.

Mr. Vermillion moved and Ms. Duvall seconded to recommend to the BOCC to re-appoint Suzanne O'Neill as a Pines & Plains Libraries Trustee, term ending January 2018. All in favor. None opposed. Motion carries.

These recommendations will be taken to the Elbert County Board of Commissioners on Wednesday, February 11, 2015. Ms. St Vincent will attend the BOCC meeting.

## **Adjournment**

There being no further business, Ms, Duvall moved and Ms. O'Neill seconded to adjourn the meeting at 7:40pm. All in favor. Motion carries.

The next meeting will be Wednesday, February 25, 2015 at the Elizabeth Library at 6:00pm.

Minutes prepared by  
Wendy Walp