



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

Friday, March 6th, 2015 (rescheduled from February 25<sup>th</sup>, 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, Rick Brown, Jill Duvall, and Suzanne O'Neill

**Board Members Absent:** NA

**Staff Members Present:** Jan Gabehart and Tim Miller

**Guests:** Kari May

President Susan St Vincent called the meeting to order at 6:04 pm.

There were no corrections made to the agenda.

**Minutes:** Ms. Duvall moved, Ms. O'Neill seconded to approve the minutes of the regular January 28, 2015 meeting. All in favor. Motion carries.

**Public Input For Items Not on The Agenda:** Kari May requested additional severance pay. No motion was made.

**Treasurer's Report:** Ms. O'Neill moved and Ms. Duvall seconded to approve check register #14228 - #14253 & auto deposits and ratify checks #14162 - #14191 & deposits for February 2015. All in favor. Motion carries.

#### **Trustee Items**

##### **Discussion Item**

Roles of Manager & Director

Review Process for 2015

Town Events and Festivals

##### **Decision Items**

#### **1. Community Banks of Colorado Signature Card**

Mr. Brown moved and Ms. Duvall seconded that effective February 25, 2015, Tim Miller and Susan St Vincent be added as authorized signers for Community Banks of Colorado. All in Favor. Motion carries.

#### **2. Authorized Signatory Amendment Form for Colorado Trust**

Ms. Duvall Moved and Ms. O'Neill seconded that Tim Miller and Susan St. Vincent be added as signers for Colorado Trust. All in Favor. Motion carries.

**3. Trustee Vacancy**

Ms. O'Neill moved and Mr. Brown seconded that Grant Thayer be recommended to the Elbert County Board of County Commissioners for the Trustee seat, term expiring in January of 2016. All in Favor. Motion carries. Note: A Trustee application for Janette Ertel was also reviewed.

**4. Additional hours and Librarian for the Simla Branch**

Mr. Duvall moved and Mr. Brown seconded to approve fifteen additional hours for the position of Librarian in Simla. All in favor. Motion carries.

**5. Policy & Employee Handbook Changes**

Ms. O'Neill moved and Ms. Duvall seconded to approve changing all instances of Elbert County Library District to the dba designation of Pines & Plains Libraries in both the District Policy and the Employee Handbook. All in favor. Motion carries.

**Adjournment**

There being no further business, Ms, Duvall moved and Ms. O'Neill seconded to adjourn the meeting at 7:52 pm. All in favor. Motion carries.

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

Minutes prepared by  
Tim Miller