



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

Wednesday, August 26, 2015

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

Board Members Present: Rick Brown, Jill Duvall, Suzanne O'Neill, Susan St. Vincent and Grant Thayer.

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

Guests: Jim Duvall.

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

Minutes:

A motion was made by Mr. Thayer and seconded by Ms. Duvall to approve the July 22, 2015 meeting minutes as amended. All in favor. Motion carries.

A motion was made by Ms. O'Neill and seconded by Ms. Duvall to approve the August 7, 2015 meeting minutes as amended. All in favor. Motion carries.

Treasurer's Report:

A motion was made by Mr. Thayer and seconded by Mr. Brown to approve check register #14415 - #14438 and auto deposits for August 2015. All in favor. Motion carries.

Public Input For Items Not on The Agenda:

No public input.

Director's Report:

Discussion regarding taking care of the staff as well as saving money in reserves. Open facilities more? Additional hours? Adjust the current hours? Discussion regarding carrying some debt over at the time of the Balloon payment is due so to not completely deplete all available monies at that time.

Manager's Reports:

Elizabeth – Mary Blosser reported that a new group attended the library and she has started weeding in earnest using the CREW method.

Elbert/Kiowa – Getting to know the staff as well as the communities has been a top priority for Ruben Figueroa III. Collaboration with everyone he meets is a common theme.

Simla – Tim Miller reported that there is a continual need for open communication with the local authorities and collaboration between staff and other organizations.

Foundation Report:

Consistent messaging and marketing are very important to the Foundation. Discussion about an annual fund raiser dinner to thank the businesses that have supported the Foundation.

Trustee Item:

a. Discussion

- i. Auditor RFP** - tabled until the September meeting – copies from other libraries will be collected and emailed as soon as possible.
- ii. Strategic Planning and Foundation Meeting** - this meeting will take place on Saturday, August 29th. Items of discussion: P&PL becoming financially sound, great management and building reserves.

b. Decision

None at this time.

Adjournment

There being no further business, a motion was made by Ms. O'Neill and seconded by Ms. Duvall to adjourn the meeting at 7:35 p.m.

The next meeting will be Wednesday, September 23, 2015 at the Elbert Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant