



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

Wednesday, June 28, 2017

The Board of Trustees of the Pines & Plains Libraries met at a regularly scheduled monthly meeting at the Elizabeth Library, 561 Beverly Street, Elizabeth, CO 80107.

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

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

Guests: Britt Dimsdale, Jim Duvall and Lori Hendrick

The meeting was called to order at 6:00 pm by Susan St. Vincent

Pledge of Allegiance

Introduction to Guests – Lori Hendrick, CPA. And Brett Dinsdale

Audit 2016 Presentation by Lori Hendrick – Lori went over the entire 2016 audit and gave lengthy explanations for each part. There was opportunities for questions by the board and staff. This was a very informative session. There were questions regarding the CoBiz Balloon Payment Schedule and Lori stated that she would look into that further. She will make some wording changes on the Materials and Weakness document as well.

Minutes:

CHANGES to be made to the May 24, 2017 meeting minutes:

Minutes – A motion was made by Rick Brown and seconded by Jill Duvall to approve the March 22, 2017 meeting minutes Needs to be changed to: A motion was made by Suzanne O'Neill and seconded by Paula Wilderman to approve the May 3, 2017 meeting minutes.....

Treasurer's Report: A motion was made by Suzanne O'Neill and seconded by Paula Wilderman to approve the check register #15074 - #15107 and auto deposits for May 2017.

Needs to be changed to: A motion was made by Suzanne O'Neill and seconded by Jill Duvall

A motion was made by _____ and seconded by Paula Wilderman to approve the May 24, 2017 Meeting Minutes with the above correction. Jill, Suzanne, Susan and Paula all in favor. Rick Brown abstained as he was not in attendance. Motion carries.

Treasurer's Report:

A motion was made by Rick Brown and seconded by Paula Wilderman to approve the check register #15108 - #15139 and auto deposits for June 2017. All in favor. Motion carries.

Public Input: Britt Dinsdale spoke about his interest in the programs that the District provides. He is interested in the Science programs specifically. Jim Duvall spoke about the Foundation and updates will come at the July board meeting. Paula Wilderman spoke about working with the Town of Elizabeth and getting a Liquor License for the Foundation Fundraiser Wine event. Wendy Walp offered help with her in this process.

Reports:

Director – Questions regarding programs on the website – difficult to read on the side bar and finding the full screen calendar is hard to find. There have been a couple applicants for the Program and Outreach Librarian Position. Tim Miller shared information regarding the Statistics report.

Branch Manager – Would like to see more information on branch reports – marketing, facilities, programs and outreach.

Foundation Report:

Suzanne – no report for this month, but should have one for the July 26th meeting.

Trustee Items:

a. Discussion –

i. Real Estate Rep for Sub-Lease

ii. Strategic Plan for 2018 - 2020

The board recommends continuing with the 2015 goals: 1) maintain a sustainable financial structure, 2) Utilize outreach to create community destinations, and 3) increase service capacity. Continual community assessments will help in this during programs and outreach events.

b. Decision –

i. 2016 of the 2016 Audit

The approval will take place at the July 26 meeting. This will allow questions to be answered by CoBiz.

c. Other Items -

At the July 26th meeting at the Elizabeth Library: 1) Budget Committee Reps, 2) Approve 2016 Audit, 3) Rick Brown will not be in attendance and Wendy Walp will not be as well.

Adjournment

There being no further business the meeting adjourned at 7:49 p.m.

The next regular meeting will be Wednesday, July 26, 2017 at the Elizabeth Branch Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant