



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

Monday, January 12, 2015

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

Board Members Present: Karen Suchan, Jill Duvall, Susan St Vincent, and Suzanne O'Neill

Board Members Absent: Ron Vermillion was excused.

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

Guests: Kim Seter, Library Board Legal Council

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

The item on the agenda is to discuss and possibly take action on District Staff reorganization to address budget and financial concerns.

Ms. St. Vincent opened the discussion by stating the Board called this special meeting to discuss the financial future of the District. The Board's primary focus is to serve the patrons. They would like to have financial projections further out into the future but they understand that 4-5 years is more realistic in the public sector context.

Ms. St. Vincent asked Ms. O'Neill for an update on the annual fundraising campaign from the Foundation. Ms. O'Neill reported that it was disappointing, stating that money raised in 2014 was \$1200, compared to \$6000 raised in 2013. Main differences were that Ms. O'Neill was the only board member to contribute, and that our top donor passed away this year. Ms. O'Neill is concerned about the Foundation's ability to raise \$20-25K annually. Generally, they have raised between \$16-18,000 annually.

Conversation continued by addressing a need for a ballot measure versus the ability to pass a measure. Board expressed concern that at this time we cannot afford the cost of putting a question on the ballot. Concern was also expressed about appearing on the ballot with the Elizabeth School District. Next step towards being on the ballot is to craft a solid message and get it out to the community, to counter the community's expectation that the library will continue to provide the services it provides. The Board agreed that they would not put a question on the ballot in 2015.

The board expressed concern that there is a public perception that we are part of Elbert County government and are rolled into the general mistrust of how government in Elbert County manages money.

Ms. St. Vincent wanted to make very clear that the Board will not cut any more services to library patrons but that they feel that the District has a budget crisis that needs to be addressed in order to plan for the future. She presented two options for what the Board can do: one, to do nothing and move forward with the 2014 budget as approved; or two, reorganize staff and eliminate the position of the Executive Director. The Board presented this option as a business decision, not a personal reflection on the work quality of Director May. Attorney Kim Seter clarified that by state statute the Library District

is required to have an executive director. The position does not have to be full time, nor does it require an MLS though one is recommended.

Ms. O'Neill moved, Ms. Duvall seconded to investigate changing to a part time rather than a full time executive director, including discussions with administrative staff in terms of options for accomplishing the functions of the library with fewer administrative staff, plus identifying what are the important tasks and what we will have to give up. The motion passed 3 to 1, with Ms. Suchan against.

Ms. O'Neill moved, Ms. Duvall seconded to establish a subcommittee comprised of Ms. St. Vincent and Ms. Duvall to work with Director May to prioritize the director's job description by what is critical to the District and what future projects would have to be eliminated; schedule meetings with administrative staff (Jan Gabehart, Sue Dischner, Tim Miller, and Wendy Walp); and develop a transition plan for Director May. The motion carried unanimously.

The strategic planning retreat with the Pines & Plains District and Foundation Boards scheduled for January 24 has been cancelled.

Adjournment

Ms. St. Vincent adjourned the meeting at 7:26 pm.

Minutes prepared by
Kari May