



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

Wednesday, September 23, 2015

The Board of Trustees of the Pines & Plains Libraries met at a regularly scheduled monthly meeting in the Elbert Library, 24489 Main Street, Elbert, CO 80106.

**Board Members Present:** Rick Brown, Jill Duvall, and Grant Thayer.  
**Board Members Excused:** Suzanne O'Neill, and Susan St. Vincent.  
**Staff Members Present:** Ruben Figueroa III, Tim Miller and Wendy Walp.  
**Guests:** Bev McGuire, Ric & Claudia Morgan, and Betty Tweedy.

The meeting was called to order at 6:26 pm.

**Minutes:**

A motion was made by Mr. Brown and seconded by Mr. Thayer to approve the August 26, 2015 meeting minutes as presented. All in favor. Motion carries.

**Treasurer's Report:**

A motion was made by Mr. Thayer and seconded by Mr. Brown to approve check register #14439 - #14464 and auto deposits for September 2015. All in favor. Motion carries.

**Public Input For Items Not on The Agenda:**

Ric & Claudia Morgan thanked the board for all that they do. This is what she had to say:

*Good evening Trustees – I am Claudia Morgan and live 4 miles south of here. Since you come all this way for the Board meeting tonight to be in our library I wanted to take the opportunity and say hello and thanks for all you do. Over a decade ago Nancy Orth had a terrific idea to form this partnership with the school to get the most out of tax dollars. I'd like to welcome Ruben as the new Branch Manager and I look forward to the changes new leadership will bring to Elbert. I know you have lots of work to do. Before I leave I would like to say : Thanks again Trustees, for all you do.*

**Admin Report:**

Common Cents for Colorado. Elbert County Library District earned the honor of being selected as just one of thirteen libraries in Colorado to participate in a financial literacy initiative, made possible through a national grant program. The public will soon have the opportunity to take part in workshops and other activities to help with everything from personal budgeting and money management planning, to strategies for saving and investing. I am so excited to be a part of this as I go to training October 15-16 and Mary Blosser will be going as well.

**Director's Report:**

Discussion regarding Auditor RFP. Please see Trustee Item: a. Discussion. I Auditor RFP.

**Manager's Reports:**

## Foundation Report:

### Trustee Item:

#### a. Discussion

- i. **Auditor RFP** – A motion was made by Mr. Brown and seconded by Mr. Grant to authorize the Director to make the necessary changes to the RPF, i.e. The District is seeking bids for the 2015 fiscal year audit with an option to extend it for two subsequent years. The proposal calendar is as follows: Request for proposal issued: 10/6/2015, Due date to request information: 11/10/2015, Due date for proposals: 11/17/2015, Decision by P&PL Board of Trustees: 11/24/2015, Notification of selected firm: 11/30/2015. All in favor. Motion carries.

#### b. Decision

- i. **Mission Statement Change** – A motion was made by Mr. Brown and seconded by Ms. Duvall to adopt the proposed Mission Statement. *“To provide our patrons the resources to achieve their aspirations through literacy, technology, and community engagement.”* All in favor. Motion carries.
- ii. **Submission of proposed budget** – A motion was made by Mr. Thayer and seconded by Ms. Duvall to accept the draft budget as submitted. All in favor. Motion carries. The budget will be presented to the public at the October 28, 2015 board meeting and will be available to the public at the library branches as well as on the library website. A public notice will be sent to the Ranchland News as well.
- iii. **Director Travel Stipend to Replace Mileage** – A monthly stipend instead of a per mile reimbursement is easier for budgeting purposes. A motion was made by Mr. Brown and seconded by Mr. Thayer to approve the Director Mileage reimbursement stipend in the amount of \$350.00 per month. All in favor. Motion carries.

### Adjournment

There being no further business, a motion was made by Mr. Brown and seconded by Mr. Thayer to adjourn the meeting at 7:58 p.m.

The next meeting will be Wednesday, October 28, 2015 at the Elizabeth Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant