



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

Wednesday, March 28, 2018

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

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

Staff Members Present: Tim Miller and Wendy Walp.

Foundation Representatives: Jim Duvall and Paula Wilderman

Guests: Attorneys Kim Seter and Elizabeth Dauer from Seter & Vander Wall, P.C.

The meeting was called to order at 6:04 pm by Susan St. Vincent

Pledge of Allegiance

Introduction to Guests – None

Minutes:

A motion was made by Suzanne O'Neill and seconded by Paula Wilderman to approve the January 24, 2018 meeting minutes as presented. All in favor. Motion carried.

A motion was made by Paula Wilderman and seconded by Suzanne O'Neill to approve the February 13, 2018 Special meeting minutes as presented. All in favor. Motion carried.

Treasurer's Report:

A motion was made by Paula Wilderman and seconded by Suzanne O'Neill to approve the check register #15359 - #15390 and auto deposits for February 2018 and check register #15391 - #15420 and auto deposits for March 2018. All in favor. Motion carried.

Public Input: No public input.

Executive Session:

A motion was made by Rick Brown and seconded by Paula Wilderman to go into executive session at 6:35 pm, pursuant to § 24-6-402(4)(b): Specific questions to attorneys about potential legal options with regard to a prospective inter-governmental agreement with Elbert Board of County Commissioners in response to Policy #C-02 and Trustee appointments. All in favor. Motion carried.

A motion was made by Jill Duvall and seconded by Paula Wilderman to exit executive session at 7:01 pm. All in favor. Motion carried.

Reports:

Director – Verbal discussion in addition to reports: Career Online High School interview went well. Tim spoke about Comcast and the internet access that will be provided for the Elizabeth Library and District office.

Foundation Report:

Discussion about the upcoming events. The Wine, Whiskey and Silent Auction will take place on Saturday April 28 at the Elizabeth Library. Hearing for the Special Event License will be at the Town of Elizabeth on Tuesday, April 10th.

Trustee Items:

a. Discussion –

i. **Foundation presentation: Capital improvement priorities.**

Jim Duvall spoke about the vision of the Foundation and how priorities can help with funding and focusing on goals. Gratitude was expressed on how well the Foundation is working together on these goals.

b. Decision –

i. **Potential decision regarding prospective DVD checkout limit change**– A motion was made by Suzanne O'Neill and seconded by Jill Duvall to change the checkout limits for DVDs from ten to twenty per account and consider removing checkout limits for 2019. All in favor. Motion carried.

ii. **Potential decision regarding prospective purchasing policy change** - A motion was made by Rick Brown and seconded by Paula Wilderman to replace the second paragraph with the following: " If the Director expects the purchase to be more than \$2500 the Director shall obtain quotes from three or more vendors, in person or on line. If three or more vendors or parties are not available the Director shall solicit quotes from as many providers as are determined to be practicable. The lowest quote need not be accepted if, in the judgment of the director, a higher quote would lead to a higher quality services or product." All in favor. Motion carried.

Annual Meeting of the Board of Trustees

i. Officer elections by the Board of Trustees per CRS 24-90-108 and Article VI, Section 3 of the Elbert County Library District Bylaws.

A motion was made by Jill Duvall and seconded by Suzanne O'Neill to approve the current slate of officers to continue as follows: President, Susan Saint Vincent; Vice President, Rick Brown; Secretary/Treasurer, Jill Duvall; and Board Trustee, Suzanne O'Neill. Foundation Representatives, Paula Wilderman and Jim Duvall. All in favor. Motion carried.

Adjournment

There being no further business the meeting was adjourned at 7:47 p.m.

The next regular meeting will be Wednesday, April 25, 2018 at the Kiowa Branch Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant