



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

Wednesday, October 24, 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, Suzanne O'Neill and Susan Saint Vincent.

Board Members Excused: Jill Duvall

Board Members Absent: Paula Wilderman

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

Foundation Representative: Suzanne O'Neill

Guests: None

The meeting was called to order at 6:07 pm by Susan Saint Vincent
Introduction to Guests – None

Minutes:

- a. A motion was made by Rick Brown and seconded by Suzanne O'Neill to approve the September 26, 2018 regular board meeting minutes as presented. All in favor. Motion carried.

Treasurer's Report:

A motion was made by Suzanne O'Neill and seconded by Rick Brown to close the Community Banks of Colorado Savings Account and transfer the \$1,038.01 into the regular checking account at Community Banks of Colorado. All in favor. Motion carried.

A motion was made by Rick Brown and seconded by Suzanne O'Neill to approve the check register #15617 - #15644 and auto deposits for October 2018. All in favor. Motion carried.

Public Hearing regarding the proposed 2019 Budget: A motion was made by Suzanne O'Neill and seconded by Rick Brown to open the public hearing regarding the proposed 2019 budget at 6:16 pm. All in favor. Motion carried.

Public hearing was closed at 6:17 pm as there was no public present.

Reports:

Foundation Report: At the Foundation meeting the following items were talked about: Expanding Elizabeth Library Space, Authorization for expenditures for Elizabeth Site plan fees, Kiowa project – and potential subdivision going in South of Fawn Valley, Follow up on Strategic goals for the Foundation, the next meeting will be in January 2019.

Director/Branches –Tim spoke about Calhan getting a new library. Programs are really flourishing and the end-of-year numbers will reflect this. At the Elbert Branch their chess club is going well and they even play 3 person chess.

Trustee Items:

- a. **Discussion and potential decision regarding potential Trustee appointment recommendations.** Postponed to the next board meeting in November 2018.
- b. **Discussion and potential decision regarding the 2019 proposed budget.** Postponed to the next board meeting in November 2018.
- c. **Discussion and potential decision regarding certification of mill levy, pending approval of 2019 budget.** Postponed to the next board meeting in November 2018.

d. Discussion and potential decision regarding data protection policy pursuant to Colorado House Bill 18-1128.

Tim Miller, Rick Brown and Wendy Walp will work on this policy. Items to be looked at will be Disposal of Records, Protection of Library information, Security breach, and HR Retention policies. This will take a few months to complete this process as there are several issues that need to be looked at closely.

e. Discussion and potential decision regarding proposed strategic plan goals for 2019 to 2024.

Postponed to the next board meeting in November 2018.

Adjournment

There being no further business the meeting was adjourned at 7:58 p.m.

The next regular meeting will be Tuesday, November 20, 2018 at the Elizabeth Branch Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant