



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

Tuesday, November 20, 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 Representative:** Suzanne O'Neill

**Guests:** Jason & Jenni Staroscik, The Barnyard Childcare and Preschool

- I. The meeting was called to order at 6:00 pm by Susan Saint Vincent
  - II. Pledge of Allegiance.
  - III. Introduction of Guests – Jason & Jenni Staroscik, The Barnyard Childcare and Preschool. They presented their vision of having their business in the warehouse of the Elizabeth Library. They will contact the Town of Elizabeth and find out what requirements and the costs that will be a part of this project.
  - IV. Additions or Deletions to the Agenda:  
Move XI Discussion and potential decision regarding potential Trustee appointment recommendations to after XVII Executive Session.
  - V. Approval of Minutes:  
A motion was made by Rick Brown and seconded by Suzanne O'Neill to approve the October 24, 2018 regular board meeting minutes as presented. Paula Wilderman Recused herself as she was not present at that meeting. Rick Brown, Jill Duvall, Suzanne O'Neill and Susan Saint Vincent were all in favor. Motion carried.
  - VI. Treasurer's Report:  
A motion was made by Suzanne O'Neill and seconded by Paula Wilderman to approve the check register #15645 - #15681 and auto deposits for November 2018. All in favor. Motion carried.
  - VII. 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:
- VIII. Foundation Report: Please see attached report.
  - IX. Director –Tim spoke about Warehouse inquiries with the Daycare Center as well as the use of the back lot for the Town of Elizabeth adding a Park for the Elizabeth. Tim also asked for helpers in picking up furniture that will be given to the District on December 18 and 19, 2018.
  - X. Managers reports see attached reports.

Trustee Items:

- XII. Discussion regarding the resignation of President St. Vincent, election of a new President, and authorization of a new signer. Susan Saint Vincent's resignation was accepted with sadness, but understanding. Election of a new President was postponed to the January 2019 meeting. A motion was made by Jill Duvall and seconded by Suzanne O'Neill to authorize Paula Wilderman as signatory for all of Elbert County Library District dba Pines & Plains Libraries accounts. All in favor. Motion carried.
- XII. Discussion and potential decision regarding the 2019 proposed budget. A motion was made by Rick Brown and seconded by Jill Duvall to accept the 2019 budget as presented. All in favor. Motion carried.

XIV. Discussion and potential decision regarding certification of mill levy, pending approval of 2019 budget. A motion was made by Suzanne O'Neill and seconded by Jill Duvall to certify the mill levy as presented. All in favor. Motion carried.

XV. Discussion and potential decision regarding 2019 meeting dates and posting locations.  
A motion was made by Jill Duvall and seconded by Paula Wilderman to approve the 2019 meeting dates and posting locations at all Library Branch locations and on the website pplibraries.org. All in favor. Motion carried.

XVI. Discussion and potential decision regarding proposed strategic plan goals for 2019 to 2023.  
A motion was made by Suzanne O'Neill and seconded by Jill Duvall to approve the Strategic Goals for 2019 thru 2023 with the following corrections:  
1) Title "Proposed Strategic Goals from 2019 to 2023" to "Proposed Strategic Goals from 2019 thru 2023"  
2) and under *The Strategic planning workshop identified many potential objectives associated with these primary goals, as indicated below: I. Pines & Plains Libraries will work to develop and expand facilities that better meet the needs of existing and new users. – Proposed Objective: Prioritize the expansion of the Elizabeth Library* to ".... Proposed Objective: Prioritize the phased expansion of the Elizabeth Library.  
All in favor. Motion carried.

XVII. Executive Session  
A motion was made by Rick Brown and seconded by Jill Duvall to go into Executive Session at 6:44 pm pursuant to C.R.S. 24-6-402(4)(f)(I) – Personnel matters, being Director/Simla Manager's Annual Performance Review. All in favor. Motion carried.

A motion was made by Jill Duvall and seconded by Paula Wilderman to exit Executive Session at 8:23 pm.

XI. Discussion and potential decision regarding potential Trustee appointment recommendations. The Trustees discussed current vacancies, prospective reappointments, and two new applicants. Decision postponed to the next board meeting in January 2019.

XVII. Adjournment  
There being no further business the meeting was adjourned at 8:40 p.m.

The next regular meeting will be Wednesday, January 23, 2019 at the Elizabeth Branch Library at 6:00 pm.

Respectfully submitted by Wendy Walp, Financial Administrative Assistant