

Elbert County Library District (dba Pines & Plains Libraries)  
Board of Trustees Minutes  
May 25, 2022

The Board of Trustees of the Pines & Plains Libraries met for a regularly scheduled meeting at the Kiowa Library

1. Call Meeting to Order: The meeting was called to order at 6:15 p.m. by President Patty Lampman.
2. Roll Call and Announcement of Quorum: Board Members present: Alan Krenek, Patty Lampman, Robert Thomasson and Karen Suchan. Quorum reached. Staff Members: Ruben Figueroa and Laurie VanCourt.
3. Introduction of Guests: None
4. Acceptance of the Agenda: A motion was made by Alan Krenek and seconded by Robert Thomasson to accept the agenda as written. All in favor.
5. Treasurer's Report: Alan Krenek reported the following accounts: The Bank of Oklahoma balance is \$21,990.75; Community Bank of Colorado Money Market is \$802,075.92 yielding \$170 in interest; Community Bank of Colorado Checking is \$739,366.03 and total equity is \$1,560,805.78. Property taxes are \$1,039,444 and car taxes are \$163,910.15. The total liabilities and equity is \$2,767,315.12.
6. Approval of Minutes from April 27, 2022 Meeting: A motion was made by Alan Krenek and seconded by Karen Suchan to approve the minutes from April 27, 2022. All in favor.
7. Interim Directors Reports:

Ruben will be leaving the Pines and Plains Libraries for another opportunity. His last day will be June 15th, 2022. He has done a great job of stepping up as one of the two Interim Directors. Additionally, with Ruben leaving Laurie has given notice to the Board of Trustees she too will be stepping down as Interim Director to shift her focus on her role as Library Manager. The Board of Trustees is moving forward on beginning the search and selection process for a new Director with support from the Colorado Library Consortium (CLiC).

Ruben Figueroa reports the software tool Team Viewer is being implemented and will add Mary Ellen Denomy in order to work remotely if needed. The Bank of Oklahoma has a new policy that requires a deposit to be made every 6 months to keep the account from becoming dormant. A small deposit will be made on a more regular basis to keep this from occurring.

Laurie Van Court reports the new Activities Services Guide, Jen Yadav, is a new employee who has hit the ground running and is doing an exceptional job. As the ASG she is preparing many activities for the summer, especially the summer reading program.

8. Branch Manager's Reports:

Laurie Van Court reports the summer reading program is very popular with Jen Yadav organizing many interesting projects as well. In one month 58 library cards were requested.

It was also noted that the Elizabeth library has a unique collection of books related to "all things dogs" donated by a county dog group. They are requested state wide, hence an important part of the library's collection.

Rueben Figueroa reports the employees are dedicated and do excellent work for the library district.

The new doors for the Kiowa building are installed and the handles for front and back doors will be the same. The toilet needs to be replaced, so this will be replaced along with possibly updating the flooring with fiberglass sheeting.

Author's collections of books are being categorized based on numerical order which should make it easier for patrons to choose.

9. Update on Meeting Minutes Restructure: The new structure of recording meeting minutes of the Pines & Plains Libraries is proving to be essential in providing a proper history of motions and resolutions.
10. Discussion Regarding Next Steps in Hiring a New Director: A meeting will be held on Friday, June 3, 12:30-2pm, to meet with Sara Wright of the Colorado Library Consortium (CLiC) who will be assisting us in the search for a new Director for the Elbert County Library District. CLiC is a Non-profit organization dedicated to providing affordable talent development opportunities in-person and online for library staff. They will assist the Board of Trustees in ensuring a measured and methodical approach to hiring a new Library Director for the library district.
11. Public Comment: None.
12. Any Other Items or Business from Board Members: It was brought to the attention of the Board an ~ 6' retaining pond exists behind the Elizabeth library which is not a safe element for the area. After a discussion, it was determined that three site surveys should be initiated as well as bids for fencing the area around the retaining pond. Trustees Thomasson and Krenek will initiate these bids for

mitigation of the problem.

13. Adjourn Meeting: A motion was made by Robert Thomasson and seconded by Patty Lampman to adjourn the meeting at 7:39 p.m. All in favor.

Next regularly scheduled meeting will be held on June 22, 2022, at 6 p.m. Venue will be the Elizabeth Library unless otherwise notified.

Respectfully submitted by Karen Suchan, Secretary