

Elbert County Library District (dba Pines & Plains Libraries)  
Board of Trustees Minutes  
May 24, 2023

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 6:00 p.m by Vice-President, RuthAnn Stricker
2. Roll Call and Verification of Quorum: Board Members present: Alan Krenek, Sheila Zuschek, Karen Suchan, and RuthAnn Stricker. Quorum reached. Staff present: Director Susan Byrne, Branch Managers Laurie Van Court and Kathy Wilkinson.
3. Introduction of Guests: None
4. Acceptance of the Agenda: A motion was made by Alan Krenek and seconded by Karen Suchan to accept the agenda. All in favor.
5. Treasurer's Report: Alan Krenek reported that the Bank of the West first money market account as of last month was closed with a zero balance. The new Bank of the West money market account's starting balance is \$711,318.12 with interest of \$1,228.73. The ending balance is \$712,546.85. The current Bank of Oklahoma starting balance is \$21,980.75. The current amount at this bank is \$21,979.11. A resolution was made at the April 26, 2023 meeting to close the Bank of Oklahoma account. Director Byrne noted that per the resolution as soon as President Thomasson signs that resolution, Director Byrne and Treasurer Krenek will be able to close that account. Commercial Bank of Colorado Money Market has a balance of \$682,579.97 with interest of \$140.25 yielding \$682,720.22. Community Bank of Colorado checking starting account balance is \$459,529.70. There were checks and payments of \$78,241.37. There were deposits and credits of six items of \$90,039.72. The ending balance was \$427,692.57.
6. Approval of April 26, 2023 Minutes: A motion was made by Alan Krenek and seconded by Sheila Zuschek to approve the minutes of April 26, 2023. All in favor.
7. District Director and Branch Reports:
  1. Update on Community Needs Assessment: We received 9 Community Needs Assessment proposals from consultants. The committee will review these and bring the recommendation back to the board for approval.
  2. Staff Day: We had a really amazing staff day with great feedback from staff. We trained on various laws and learned about the plans for the Summer

- Reading Program. Thank you to the board for joining us for lunch.
3. Summer Reading Program Kickoff Programs with Kona Ice and Movie Night
    1. Friday, June 2, 4:15 PM Simla
    2. Monday, June 5, 1:00 PM Elbert
    3. Friday, June 9, 4:15 PM Elizabeth
    4. Saturday, June 10, 3:45 PM Kiowa
  4. We have some really great candidates for our administrative assistant position.
  5. Kiowa Library. Kiowa is in the middle of weeding the collection to make browsing room on the shelves and room for new materials. Kiowa is also doing an inventory. Kiowa's back door can be sourced from Home Depot, so the Kiowa Friends have been working with them to move toward completion.
  6. Elbert Library: Also working on inventory. School has ended so we're tidying up and transitioning into summer.
  7. Elizabeth Library: Started a daytime book club which had a good turnout. Both groups are using the same book but had very different discussions.
  8. Simla Library: Library Service Tech Abby Collopy has turned in her notice. She will continue to work for us as a substitute. We've posted the position and have five applicants.
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8. 2022 Audit Approval: A motion was made by Alan Krenek and seconded by RuthAnn Stricker to accept and approve the 2022 Audit as published. All in favor.
  9. Discuss/Approve Employee Handbook: Progress has been made by Sheila Zuschek. Director Byrne is aware of a new law that hasn't yet been signed by the Colorado Governor. The Board will wait for implementation of the Employee Handbook after that law takes place. A motion was made by Sheila Zuscheck and seconded by Alan Krenek to table this approval until the new law has been passed. All in favor.
  10. New Laws on Property Tax: SB 23-108, SB 22-238, and SB 23-303: The Director gave the Board an overview of the mill levy options under SB 23-108. A discussion was held regarding the changes that could be made in our mill levy amount: 1) take a reduction in our mill levy or 2) a reduction in the money amount received which would be instituted for one year and then revert to the previous year's amounts. The third choice is to take our mill levy amount and our property tax as before. A discussion was had among the Trustees, Director, and Branch Managers regarding which avenue should the Library District take with regard to this mill levy and property tax situation considering the many issues affecting the Library District's funding, money management and plans for library expansion. Director Byrne and President Thomasson will attend the June 21st meeting presented by the Elbert County Board of County Commissioners for the 51 taxing districts affected.

11. Public Comment: Kathy Wilkinson noted that Alan Krenek brought his dogs to the Simla library and it was a big treat for the children. She expressed appreciation for his visits.
12. Any Other Items/Business from Board Members: None
13. Adjourn: A motion was made by Sheila Zuscheck and seconded by Karen Suchan to adjourn the meeting at 6:55 p.m. All in favor.

Next regularly scheduled meeting will be held on Wednesday, June 28, 2023 at 6 p.m. at the Simla Library.

Respectfully submitted by Karen Suchan, Secretary

Elbert County Library District  
(dba Pines & Plains Libraries)  
Board of Trustees  
**Acceptance of 2022 Audit as Published**  
**Resolution 23-05-01**  
May 24, 2023

**WHEREAS** it is the desire of the Pines & Plains Library Trustees to vote and accept the 2022 Audit.

**NOW THEREFORE LET IT BE RESOLVED THAT** Board of Trustees are all in favor of accepting the 2022 Audit as published.

Approved this day the 24th of May, 2023 by the Pines & Plains Library Board of Trustees.

By: \_\_\_\_\_  
RuthAnn Stricker, Board Vice-President

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Karen Suchan, Board Secretary