

Elbert County Library District dba Pines & Plains Libraries
Board of Trustees Minutes
January 22, 2025

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

1. Call Meeting to Order: The meeting was called to order at 6:05 pm by RuthAnn Stricker.
2. Roll Call and Verification of Quorum: Board Members present: RuthAnn Stricker, Alan Krenek, Alessandra Navetta, and Maral Heggemeier.
Staff: Director Susan Byrne, Administrative Assistant Nat Nelson
3. Acceptance of the Agenda:
Motion to approve the agenda.
Alessandra Navetta made the motion; Maral Heggemeier 2nd
All approve.
4. Consent Agenda:
 - a. November 26, 2024, Regular Meeting Minutes: Minutes reviewed, no comments
 - b. December 11, 2024, Study Session Minutes: Minutes reviewed, no comments
 - c. January 8, 2025, Special Meeting Minutes: Minutes reviewed, no comments
 - d. January 8, 2025, Study Session Minutes: Minutes reviewed, no comments
 - e. Correspondence: None
 - f. November Bank Reconciliation: Alan Krenek provided the Board with a comprehensive review of the District funds status for November:
The Community Banks of Colorado checking account has a balance of \$1,304,538.69.
The Community Banks of Colorado payroll account has a balance of \$200,105.32.
The Community Banks of Colorado Money Market account has a balance of \$727,353.00.
The BMO Money Market account has a balance of \$736,681.65
Gross total of all accounts is \$2,968,678.66.
 - g. December Bank Reconciliation: Alan Krenek provided the Board with a comprehensive review of the District funds status for December:

The Community Banks of Colorado checking account has a balance of \$1,052,162.33.

The Community Banks of Colorado payroll account has a balance of \$337,430.67.

The Community Banks of Colorado Money Market account has a balance of \$727,507.43.

The BMO Money Market account has a balance of \$737,993.11.

Gross total of all accounts is \$2,855,093.54.

- h. November Budget to Actual: Total expenditures through November are \$1,200,415.66 of the \$1,730,526.00 budget, which is 69.37%. January through November accounts for 91.70% of the year.
- i. December Budget to Actual: Total expenditures through December are \$1,318,341.68 of the \$1,730,526.00 budget, which is 76.18%. January through December accounts for 100% of the year.

Motion to approve Consent Agenda.

Maral Heggemeier made the motion; Alan Krenek 2nd

All approve.

5. Committee Reports:

- a. Douglas County Libraries Castle Rock Location Visit: RuthAnn Stricker and Alessandra Navetta visited the library in Castle Rock. They were both impressed with the availability of study and meeting rooms. The library keeps new books and children's books on the first floor, while adult books are on the second floor.

6. Director's Report: Director Byrne provided a copy of her report to the Board.

7. Set Meeting Posting Location: The Board chose to post meeting agendas on the Pines & Plains website.

Motion 25-01-02:

Motion to set the designated meeting posting location as the Pines & Plains Libraries website.

Maral Heggemeier made the motion; Alan Krenek 2nd

All approve

8. Board Members:

- a. Accept Board member resignation: Robert Thomasson informed the Board of his resignation on January 8, 2025.

Motion 25-01-03:

Motion to accept the resignation of Robert Thomasson from the Pines & Plains Board of Trustees.

Alan Krenek made the motion; Alessandra Navetta 2nd

All approve

Motion 25-01-04:

Motion to recognize the service of Robert Thomasson to the Pines & Plains Board of Trustees with an award.

Maral Heggemeier made the motion; Alessandra Navetta 2nd

All approve

- b. Select Board members to send to BOCC: Maral Heggemeier will serve another term on the Board. Candidates were considered and Lisa Hurst was nominated for the Board.

Motion 25-01-05:

Motion to offer a position on the Pines & Plains Board of Trustees to Lisa Hurst and send her and Maral Heggemeier's nominations to the Board of County Commissioners.

Maral Heggemeier made the motion; Alan Krenek 2nd

All approve

- 9. Approve 2025 Strategic Plan: The 2025 Strategic Plan was provided to the Board at the last Regular Meeting.

Motion 25-01-06:

Motion to approve the Pines & Plains Libraries 2025 Strategic Plan.

Maral Heggemeier made the motion; Alan Krenek 2nd

All approve

10. Study Sessions:

- a. Set goals for Foundation: The Board reviewed suggested goals for the Library Foundation.

Motion 25-01-07:

Motion to set goals for the Library Foundation of creating a 2025 meeting schedule, recruiting members, and raising \$3 million over the next three years for the Elizabeth Library renovation.

RuthAnn Stricker made the motion; Maral Heggemeier 2nd
All approve

- b. Set topic for next Study Session: The Board decided to discuss the advocacy worksheet and funding opportunities at the next study session.

11. 2025 Holiday Schedule & Employee Handbook: The Board reviewed and approved the suggested changes to the 2025 Holiday Schedule as well as to the Employee Handbook.

Motion 25-01-08:

Motion to approve the revisions to the 2025 Holiday Schedule and the Employee Handbook.

Alan Krenek made the motion; Alessandra Navetta 2nd
All approve

12. Public Comment: None

13. Any Other Items/Business from Board Members: None

14. Next meetings: Board Study Session, Wednesday, February 12, 2024, at 3 pm at the Elizabeth Library.

15. Adjourn:

Motion to adjourn meeting at 7:20 pm

Maral Heggemeier made the motion; Alan Krenek 2nd
All approve.

Respectfully submitted by Nat Nelson, Administrative Assistant

Motion 25-01-02: Maral Heggemeier made a motion to set the designated meeting posting location as the Pines & Plains Libraries website. The motion was seconded by Alan Krenek. All in favor.

Motion 25-01-03: Alan Krenek made a motion to accept the resignation of Robert Thomasson from the Pines & Plains Board of Trustees. The motion was seconded by Alessandra Navetta. All in favor.

Motion 25-01-04: Maral Heggemeier made a motion to recognize the service of Robert Thomasson to the Pines & Plains Board of Trustees with an award. The motion was seconded by Alessandra Navetta. All in favor.

Motion 25-01-05: Maral Heggemeier made a motion to offer a position on the Pines & Plains Board of Trustees to Lisa Hurst and send her and Maral Heggemeier's nominations to the Board of County Commissioners. The motion was seconded by Alan Krenek. All in favor.

Motion 25-01-06: Maral Heggemeier made a motion to approve the Pines & Plains Libraries 2025 Strategic Plan. The motion was seconded by Alan Krenek. All in favor.

Motion 25-01-07: RuthAnn Stricker made a motion to set goals for the Library Foundation of creating a 2025 meeting schedule, recruiting members, and raising \$3 million over the next three years for the Elizabeth Library renovation. The motion was seconded by Maral Heggemeier. All in favor.

Motion 25-01-08: Alan Krenek made a motion to approve the revisions to the 2025 Holiday Schedule and the Employee Handbook. The motion was seconded by Alessandra Navetta. All in favor.

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees
Resolution to Set Designated Posting Location
Resolution 25-01-02
January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to set the designated meeting posting location as the Pines & Plains Libraries website.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees has set the designated meeting posting location.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By: _____

RuthAnn Sticker, Board President

By: _____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees
Resolution to Accept Board Member Resignation
Resolution 25-01-03
January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to accept the resignation of Robert Thomasson from the Pines & Plains Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees has accepted the Board member resignation.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees
Resolution to Recognize Board Member Service
Resolution 25-01-04
January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to recognize the service of Robert Thomasson to the Pines & Plains Board of Trustees with an award.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees recognizes Board member service.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees

**Resolution to Select Board Members to Send to the Board of County
Commissioners**

Resolution 25-01-05

January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to offer a position on the Pines & Plains Board of Trustees to Lisa Hurst and send her and Maral Heggemeier's nominations to the Board of County Commissioners.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees selected Board members to send to the Board of County Commissioners.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees
Resolution to Approve the 2025 Strategic Plan
Resolution 25-01-06
January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to approve the Pines & Plains Libraries 2025 Strategic Plan.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees approved the Pines & Plains Libraries 2025 Strategic Plan.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees
Resolution to Set Goals for the Library Foundation
Resolution 25-01-07
January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to set goals for the Library Foundation of creating a 2025 meeting schedule, recruiting members, and raising \$3 million over the next three years for the Elizabeth Library renovation.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees set goals for the Library Foundation.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary

Elbert County Library District
dba Pines & Plains Libraries
Board of Trustees

Resolution to Approve Revisions to the 2025 Holiday Schedule and the Employee Handbook

Resolution 25-01-08

January 22, 2025

WHEREAS, it is the desire of Pines & Plains Libraries Board of Trustees to approve the revisions to the 2025 Holiday Schedule and the Employee Handbook.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees approved revisions to the 2025 Holiday Schedule and the Employee Handbook.

Approved this 22nd day of January 2025 by the Pines & Plains Libraries Board of Trustees.

By:_____

RuthAnn Sticker, Board President

By:_____

Alessandra Navetta, Board Secretary