



Nederland Community Library District Board of Trustees Meeting Minutes

2.27.19

The meeting was called to order at 7:05 p.m.

ROLL CALL

Present: Karen Fletcher, Scarlett Ponton de Dutton, John Adler, Morgan Gates, Rick Rudstrom

Annie Thayer, Benjamin Teitelbaum

Library Director: Elektra Greer
Assistant Library Director: Tom Lambrecht

Absent: Lisa Ryder, Andrea Begin

Rick motioned to nominate Annie Thayer to the Board. Scarlett seconded. Motion passed.

Rick motioned to nominate Benjamin Teitelbaum to be an ex officio Board member. Scarlett seconded. Motion passed.

Karen will remain on the Board.

MINUTES

Rick motioned to approve the January 30, 2019 Board meeting minutes. Karen seconded. Motion passed.

REPORTS

Library Director's Report:

Elektra submitted the following written report:

Facility—Tom and Elektra

- Security cameras
- Small 12 X 8 ft. deck and minimal landscaping to accommodate outdoor summer programs (paid for by Foundation)and/ or portable stage?
- Control Services came for HVAC maintenance and pointed out some new problems with the hardware controller.

Technology—Tom and Elektra



- KOHA system migration went well; still working out a few glitches; patrons were very understanding.

Programming

- We will be launching our first “Experience Pass” Backpacks in March: Aquarium, Botanical Gardens, and Butterfly Pavilion with the Fiske Planetarium and Denver Art Museum to follow in May.
- Science Cafe Book Discussion program continuing to have excellent registrations.
- Friday, February 22nd the library is sponsoring a professional storyteller at the NAS monthly dinner.
- Our Open Call for Artists has garnered two submissions and we’ll be hosting an Artist Open House on March 15th for our current artist.
- Sunday, March 24th we will be co-hosting a patron-requested program celebrating Lawrence Ferlinghetti’s 100th Birthday (Beat poet celebration).
- Our Frozen Dead Librarians team is ready to make us proud! Please invite friends and supporters to cheer on our team; we’re hoping to win the Spirit award!
- The 150th Caribou Anniversary Event is officially scheduled and we’re firming up activities for the weekend (please see attached).
- We are partnering with the Nederland Area Seed Library and will be launching a Seed Library (housed in an Apothecary chest near the DVDs). Borrowing seed packets will require a library card and we will have an Open House night with speakers.

Personnel Update

A shared-job custodial position is posted.

Great Fundraising Opportunity (and Visibility) for Library: Viva Cuba International Book Fair Tour, February 2020.

President’s Report:

No report

Vice President’s Report:

No report

Treasurer’s Report:

Morgan submitted the following written report:

1. As of January 31st, 2019 checking/savings totaled \$242,835.34, of which we have \$1.91 in Checking, \$100,443.43 in Savings, \$82,390 in our Reserve Fund, \$30,000 in land development fund, and \$30,000 in our long-term maintenance fund.
2. January 2019 total income totaled \$20,406.04, of which \$18,359.94 was from



total Property Tax Revenue and \$1,867.63 was from total Specific Ownership Tax.

3. January 2019 expenses totaled \$30,506.78. Of that, expense categories exceeding \$1,000 are: \$1,513.70 for books and materials, \$5,692 for insurance, \$1,816.98 for total maintenance, \$1,040.73 for program development, \$1,119.00 for Utilities, and \$17,520.76 for Payroll.

Foundation Board Report

- FDGD pancake breakfast booksale
- Approved fundraising in partnership with Viva Cuba International Book Fair Tour 2020
- Joint meeting of the Boards March 20th; Foundation members would like to discuss marketing and outreach ideas.

BUDGET HEARING

Rick opened a budget hearing at 7:35 p.m.

Rick motioned to approve the 2018 Final Budget. Scarlett seconded. The motion passed.

Rick closed the Budget hearing at 8:09 p.m.

NEW BUSINESS

The District Board retreat date is scheduled on May 4th in Estes Park. We will develop and two year plan and a 5 year plan. Elektra will generate an agenda.

Elektra will send out an updated Board member matrix to the Board Members.

OTHER BUSINESS

Elektra met with Amy and Brandon of Accounting Specialists, and we will keep Quickbooks for accounting. We will not use the online service yet. They provide monthly accounting services and payroll via ADP.

Caribou 150th Anniversary will be on the weekend of August 10th.

Rick made a motion to update the signatory personnel for the checking and savings accounts to include Morgan, Rick, Karen and Elektra. Signers for the safe deposit box will be updated to designate Rick and Elektra. John seconded. Motion passed.

Elektra will look into options with Slate to finalize the 2018 marketing campaign, and to report results at the next meeting.



Rick motioned to extend the Library Investment Policy for the next year. John seconded. Motion passed.

ADJOURNMENT

Rick moved to adjourn the meeting at 9 p.m.