

Nederland Community Library District Board of Trustees Meeting Minutes

August 26, 2020

The meeting was called to order at 7:09 p.m.

ROLL CALL

Present: Annie Thayer, Lisa Ryder, Scarlett Ponton de Dutton, Rick Rudstrom, Elektra Greer

Absent: Russ Paneton, Karen Fletcher, Benjamin Teitelbaum

Guests:

Christy Howe, Foundation Board president

Klaus Nowels, prospective board member

Doug Armitage, prospective board member

PUBLIC COMMENT

No comments in person, electronically, or by phone.

MINUTES

Rick motioned to approve the July 21, 2020 meeting minutes. Scarlett seconded.

Motion passed.

REPORTS

Library Director's Report:

Elektra submitted the following written report:

- July 21-August 21st Library Usage

Appointment- only library usage: Small increase in numbers (average about 16 per day), Thursday evening hours just started and we are letting families know library space is also available for student “pod” learning.

Curbside (derived from circulation numbers): Small increase; 2200+ physical materials

Downloadable materials: slight increase; 600+

Youtube views: weekly average is 100 views; Librarium Rx, video has had 740 + views; Libarium Rx video was first one that we paid to boost (\$10 for 5 days).

- Summer Journaling Program and Homebound/ Door-to-Door Delivery offerings have not had the usage we anticipated. We are still promoting both and will see if either program gains traction. So far, only 3 people have signed up for home delivery of materials, despite promotion through Mountain Peak Life and Library channels.
- Farmer’s Market outreach has been popular with families with a lot of engagement in activities. We will observe if/how this increases our circulation this Fall. We are heavily promoting our circulating learning kits (early literacy and STEAM-themed backpacks).
- This past month we have invested a portion of our programming and staff budget (funds that won’t be used due to COVID) into diversifying our Library programming videos. We are researching what digital offerings/opportunities the community may want from the library. We will watch community feedback over the next several months to determine ROI.
- We have hired a new Library Page to fill a shift made available by Marguerite leaving for college.
- The library is continuing to work closely with community and education partners to see how we can possibly divert resources to help with community-driven, pandemic recovery efforts.

- Tungsten Village is now open and we hope to coordinate some sort of COVID-safe, Library Open House soon.
 - *Virtual Ribbon Cutting on September 23rd and Rick will be a speaker*

Parks and Rec open space advisory board asked if NCL would write a letter of support for their grant. No funds involved. Board agreed to approve.

President's Report:

No report

Vice President's Report:

No report

Treasurer's Report:

Annie submitted the following written report:

1. As of July 31, 2020 checking/savings totaled \$511,547, of which we had \$19,617 in Checking, \$323,487 in Savings, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund.
2. July 2020 total income was \$7,842 of which \$3,839 was from total Property Tax Revenue, and \$2,210 was from total Specific Ownership Tax.
3. July 2020 expenses totaled \$23,882. Of that, expense categories exceeding \$1,000 were: \$2,410 for books and materials, \$1,350 for maintenance, \$1,160 for health insurance, \$1,111 for payroll taxes, and \$14,333 for wages. The Director Travel Stipend of \$500 approved by the Board at the special Board meeting on June 30, 2020 is categorized on the Profit and Loss statement under reimbursable expenses.
4. Net income for July was -\$16,040. Net income year to date was \$255,532.

Foundation Board updates

Presented by Christy Howe, President

- Janette Taylor is a new board member
- Table sales at library and Farmer's market-next Farmer's market sale in October Friday and Saturday Labor Day table sale
- Online store linked to library website
- Other big activity is donor appeal

NEW BUSINESS

- NCL Digital Media Content Creation Policy-Elektra will draft
- Envision Nederland 2030-NCL participation and feedback

UNFINISHED BUSINESS

- NCL Strategic Plan-review changes and edits for next meeting
- Library digital signage-still seeking a provider and input from town
- East library property development-discussed process for community engagement and possibility of geodesic dome for greenhouse and library expansion space

OTHER BUSINESS

Discussion on ideas to educate community on fact checking

ADJOURNMENT

Rick moved to adjourn the meeting at 8:41 p.m. Annie seconded and the motion passed unanimously.