

Nederland Community Library District Board of Trustees Meeting Minutes

December 4, 2019

The meeting was called to order at 7:04 p.m.

ROLL CALL

Present: Lisa Ryder, Annie Thayer, Scarlett Ponton de Dutton, Russ Paneton, Rick Rudstrom, Benjamin Teitelbaum, John Adler

Library Director: Elektra Greer

Assistant Library Director: Tom Lambrecht

Absent: Karen Fletcher, Tom Lambrecht

PUBLIC COMMENT

Presentation of new staff member, Jessie.

MINUTES

Rick motioned to approve the June 26nd meeting minutes. seven in favor, none opposed.

REPORTS

Director

- Facilities
 - Repainting of Community Room and entrance/foyer completed
 - Carpet in the main library cleaned
 - Halogen art lights replaced with LED equivalents
 - Windows 10 for Circ 3 computer and Youth Services computer updated
 - Mark Pscheid, contracted for snow removal as-needed, out briefly while recovering from a surgery. The high winds cause drifting over and icing of the back entrance, emergency exit and book drop areas. Staff have been helping with keeping things clear and safe.

- Foundation Liaison (Elektra, report from October meeting)
 - New Foundation Board members—Christine Arnone and Susan Kelly
 - Holiday Mountain Market –please try to spread the word to visit their booth
 - Sold 60 Candles at library,
 - Foundation approved \$3, 275 toward Library programs and an exhibit case, and up to \$10,000 toward outdoor digital sign.

- Personnel
 - New hires are all going very well.
 - We are working toward Tom’s last date in his current position as March 24th and then having him help us out on a consultant basis (he has his own IT consulting company!).

- Programming and Experience Passes
 - Mike applied and received grant support for a Kids Coding Club to begin in January.

 - We had several requests for Experience Passes to the Denver Art Museum’s Monet exhibit so we are launching a limited quantity this week.

 - FDGD—March 14, 2020. Beth Crist, Youth and Family Services Consultant for State Library wants to be our coffin rider!

- Revised and New Policy Adoptions
 - Collection Development
 - Reconsideration of Materials
 - Grant-Acceptance Policy

Rick Rudstrom motioned to adopt Collection Development policy. Passed unanimously.

Rick Rudstrom motioned to adopt Reconsideration of Materials policy. Passed unanimously.

Treasurer

- As of October 31, 2019, checking/savings totaled \$298,805, of which we have \$12,667 in Checking, \$286,805 in Savings, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund.
- October 2019 total income totaled \$4,274 of which \$1,712 was from total Property Tax Revenue, and \$1,938 was from total Specific Ownership Tax.

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- October 2019 expenses totaled \$142,016. Of that, expense categories exceeding \$1,000 were: \$113,640 for Bond repayment, \$4,650 for books and materials, \$1,087 for maintenance, \$1,224 for payroll taxes, and \$15,112 for wages. The Series 2009 GO Bond is now paid off as of December 2019; future bond payments will be Series 2017 at a 2.310% interest rate.
 - Net income for October was \$-137,742. Net income year to date is \$45,962.
 - Estimates of revenue for 2020: Estimated Property Tax General Fund Revenue is \$349,274.128 and Specific Ownership Tax General Fund Revenue will be \$10,000. Our Bond Redemption amount is \$133,787 with \$5,000 come from Specific Ownership Tax and the remaining from property tax.
 - Increased expenses for 2020 approved by the Board at the October meeting:
 - Increase personnel at 5% to be in line with the Town's COL and merit increases
 - Increase the full-time Youth Services salary by 10% to bring some parity to what a librarian with an MA would make in Boulder County
 - A pension/retirement fund for the District's two full-time employees.
 - Budget for 14% more staff time in order to continue our extended hours
 - \$10,000 for new digital sign. The Foundation will pay 50% of the total cost.
 - Increase budget for water 3% and sewage by 4%.
 - \$2,500 for Caribou event
 - \$1000 for welcome packets for new residents in low-income housing unit

Rick Rudstrom motioned to accept report. Passed unanimously

John Adler left, 8:20

NEW BUSINESS

Rick Rudstrom motioned to open a budget session 8:28. Passed unanimously

RESOLUTION TO ADOPT THE 2020 BUDGET FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT

Lisa -Yes
Annie -Yes
Scarlett -Yes

Russ -Yes
Rick -Yes
Benjamin -Yes

RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT, COLORADO, FOR THE 2020 BUDGET YEAR

Lisa -Yes
Annie -Yes
Scarlett -Yes
Russ -Yes
Rick -Yes
Benjamin -Yes

RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT, COLORADO, FOR THE 2020 BUDGET YEAR

Lisa -Yes
Annie -Yes
Scarlett -Yes
Russ -Yes
Rick -Yes
Benjamin -Yes

CERTIFICATION OF TAX LEVIES FOR NON-SCHOOL GOVERNMENT (BOND ONLY)

Lisa -Yes
Annie -Yes
Scarlett -Yes
Russ -Yes
Rick -Yes
Benjamin -Yes

CERTIFICATION OF TAX LEVIES FOR NON-SCHOOL GOVERNMENT (BOND ONLY)

Lisa -Yes
Annie -Yes
Scarlett -Yes
Russ -Yes
Rick -Yes
Benjamin -Yes

Rick Rudstrom motioned to accept draft of the 2020 budget. Passed unanimously.

Rick Rudstrom motioned to end the budget session at 8:41. Passed unanimously.

- Moving Green Library Sign
- Board members using Library Board emails for District business that are different than personal emails

ADJOURNMENT

Rick moved to adjourn the meeting at 8:54 p.m. Lisa seconded and the motion passed unanimously.