

**Nederland Community Library District  
Board of Trustees Meeting Minutes**

December 8, 2021

The meeting was called to order at 6:04 p.m.

ROLL CALL

Present: Scarlett Ponton de Dutton, Doug Armitage, Andrew Bliss, Lisa Ryder, Annie Thayer, Rick Rudstrom

Library Director: Elektra Greer

Absent: Scott Papich, Allie Marshall

PUBLIC COMMENT

MINUTES

Rick motioned to approve the October 27 meeting minutes. Scarlett seconded. Motion passed.

REPORTS

Foundation's Report

The Foundation held two book sales since the last meeting. They also reported their most successful Colorado Give's Day fundraising result this year with a total of \$4,670 raised in donations.

Director's Report

Library Usage

We have continued to see strong usage this month, with physical item circulation and program attendance each increasing by close to 8%. The two normally go hand-in-hand and our very successful Pie event and our D & D programs have been bringing in new and younger patrons. We have several Holiday events scheduled for December, including a Cookie Exchange (our bakers are excited!), storytelling and craft workshops. We are also hosting a Winter Reading Program for school-aged youth and those who complete the program will have their names in a drawing to receive two Avalanche Hockey tickets. The Library Foundation is sharing the cost of this with us.

Small Business Services

With the Business Connection closing, we have been asked by several different patron bases to consider having the library take over the BC Canon Laser Color Printer Lease. Although I think it will initially be a learning curve for staff, I think it will be a very welcome addition to our library's offerings. After researching usage, the lease, and cost-recovery options, I think it would be a smart investment in our community and keep the library front and center as an invaluable communal resource. Currently, access to the Business Connection printing services have been the only public and commercial options for color printing in the entire Peak-to-Peak area and is used by the Town, various local business and non-profits, and ourselves.

## Library Databases

We are working closely with the Colorado Library Consortium and NES and expect to launch database access (World Book and Pebble Go) for our community (and all our NES students) in the beginning of January. Kelly Detzel-Hess is helping oversee the rollout.

## Digitization Program with Nederland Historical Society and Mountain-Ear Newspaper

The Library is working with the Colorado State's Digital Collections Coordinators to support NHS and Mtn-Ear in their digitization efforts. We have met to discuss different funding possibilities through the Library Foundation and IMLS grants.

## Facilities

Our shed has been built and is already being put to use! There is still work to be done to match our library exterior, but it is a great relief to have the extra space, especially during this busy season.

## Personnel

- Mike Sivcovich will be leaving us on December 18<sup>th</sup> due to his move to Florida. It is a great loss to our community and it will take some time to recruit quality candidates to fill his position. Fortunately, we have a great team and staff are stepping up to help with his many responsibilities. We are lucky to have Jessie Ansari willing to take over many of his story times and programs, and Shayna Beckham has been a great asset with our after-school NES programs. Cathy will be training Kelly to help take on cataloging and book order duties. Marni, who was planning on starting as our Operations Manager in January, was willing to start right away with new responsibilities. She will help with bookkeeping and overall be "second in command" until Mike's position is filled.
- Mike's departure, Jodi's departure, and continued health concerns with several staff members and volunteers, is stretching staffing very thin over the Holidays. We may need to close the library on Sunday, December 26<sup>th</sup> and close early on Monday, December 27<sup>th</sup> if we are unable to find staff who can work.

## National uptick in book challenges

There has been an uptick in books being challenged in school and public libraries. I will be reviewing our Collection Development policy and process for Reconsideration of Materials with staff.

## Treasurer's Report

1. As of October 31, 2021 checking/savings totaled \$352,366 of which we had \$16,518 in Checking, \$157,526 in Savings, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund.
2. October 2021 total income was \$6,674 of which \$765 was from total Property Tax Revenue, \$2,340 was from total Specific Ownership Tax, and \$3,495 was from District and Foundation donations.

3. October 2021 expenses totaled \$150,743, of which \$117,745 went toward the bond repayment. Other expense categories exceeding \$1,000 are summarized here for review purposes, but all expenses can be found on the Profit and Loss statement: \$1,572 for books and materials, \$1,879 for Equipment (a new laptop and printer), \$5,128 for maintenance (\$4,143 for the alarm system), \$1,432 for payroll taxes, \$18,826 for wages, and \$1,050 for professional development.
4. Net income for October was \$ -144,069. Net income year to date was \$55,886. Please contact me with any questions. Respectfully submitted, Annie Thayer, Treasurer  
303-619-0804

#### NEW BUSINESS

Rick moved to open a Budget Hearing at 7:10 p.m. Seconded by Scarlett. Motion passed.

#### **a. Resolution to Adopt the 2022 Budget**

#### RESOLUTION TO ADOPT THE 2022 BUDGET FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT

Andrew - Yes

Lisa -Yes

Doug - Yes

Annie -Yes

Scarlett -Yes

Rick -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 2022 BUDGET YEAR

Andrew - Yes

Lisa -Yes

Doug - Yes

Annie -Yes

Scarlett -Yes

Rick -Yes

RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT, COLORADO, FOR THE 2022 BUDGET YEAR

Andrew - Yes

Lisa -Yes

Doug - Yes

Annie -Yes

Scarlett -Yes

Rick -Yes

CERTIFICATION OF TAX LEVIES FOR NON-SCHOOL GOVERNMENT

Andrew - Yes

Lisa -Yes

Doug - Yes

Annie -Yes

Scarlett -Yes

Rick -Yes

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

Andrew - Yes

Lisa -Yes

Doug - Yes

Annie -Yes

Scarlett -Yes

Rick -Yes

Rick motioned to end the budget session at 7:14 p.m. Seconded by Scarlett. Motion passed unanimously.

**b. December staff bonuses**

Staff bonuses were discussed and the Board was in agreement to move forward with staff bonuses as budgeted.

**g. Officer elections**

Rick nominated Lisa to be Board President for a two-year term beginning January 2022. Seconded by Scarlett. Motion passed unanimously.

Rick nominated Doug to be Vice President for a two-year term beginning January 2022. Seconded by Scarlett. Motion passed unanimously.

Rick nominated Annie to Treasurer for a two-year term beginning January 2022. Seconded by Lisa. Motion passed unanimously.

OLD BUSINESS

**a. NCL Board Retreat and updates**

The Board Retreat is scheduled for Saturday, January 22. Elektra will put together an agenda. Retreat may be held at the Denver Botanical Garden, from 10 a.m. to 3 p.m. The Colorado History Museum will be a backup location.

ADJOURNMENT

Rick adjourned the meeting at 7:38 p.m. Doug seconded. Motion approved.