

fdsNederland Community Library District
Board of Trustees Meeting Minutes
June 29, 2022

The meeting was called to order at 7:06 p.m.

ROLL CALL

Present: Scarlett Ponton de Dutton, Scott Papich, Andrew Bliss, Lisa Ryder, Annie Thayer (phone), Rick Rudstrom, Allie Marshall

Library Staff: Elektra Greer

PUBLIC COMMENT

MINUTES

Lisa motioned to approve the May 25 meeting minutes. Andrew seconded. Motion passed unanimously.

PRESENTATION

REPORTS

NCL Director's Report

Foundation Liaison Report: The Foundation will be at the Farmer's Market July 3rd; we have a staff member helping out at their booth promoting events. The Foundation approved being a grant partner with the library for our application for Federal Expanded Learning Opportunity funds in response to COVID-19 learning loss (funds are through ARPA).

Facilities: Our hot water heater was replaced and we are scheduled to have our roof inspected this month. We have had some dripping near the fireplace chimney and near patron computers. Mark Pscheid is helping with maintaining our East side property (weed whacking for us!)

Library Usage

Physical Items circulation: 2999 (small increase of 3%; not as large as expected in correlation to traffic increase; Board books and picture books have dropped in circulation from last month, with junior graphic and manga increasing as well as Experience Passes)

Patron Computer Usage: June has been first month when children are using patrons computers again, since COVID. The library averages 5 children logging in per day.

E- Circulation: 346 items (almost exactly the same as last month)

Kanopy: 22 plays (50% decrease from last month)

Door Traffic: 2819 people for the month (**increase of 26% from last month**, but this also includes one week's extra numbers)

Prospector ILL: Borrowed 24; lent 50.

Website visits: Website visits were down about 7% this month, with our database page seeing the most traffic (student projects).

FB and YouTube: Our FB engagements are down (over 20% for the month) ; our YouTube videos were up by 100% for our #songs video.

Notary Service: Our notary service continues to average three uses a week.

Lamination service: we are asking the Foundation to help fund a laminator for the library; with the Business Connection closed, we not only need one for library work, but we have had patrons ask about the service. We would charge a cost recovery fee, as we do with the printer. Fun fact: bathroom usage is up, especially with some senior tour groups using the library for a “restroom stop!”

Technology

With our rise in summer usage, a strain is being put on patron internet speeds and thus we will be changing patron passwords every week on Sundays. Patron connectivity (either outside or in the building) is through a DSL line that is separate from our staff DSL line. We have been having patrons in the parking lot and neighborhood slow down usage for patrons inside the building. We're trying this new process to see if it helps. Matt Reynolds has confirmed we will be getting Mountain Broadband that will enable us to have 50 mbps up and down, versus what we have now (30 down and 1.5 up) for the same price as we're currently paying for our DSL line (we are relaying from Kathmandu). It currently takes close to three hours, to upload just one of our #songsfromthestacks videos to our library's YouTube channel, so we are looking forward to improved speeds!

Programming

We have 300 summer readers registered for our program! This is a 20% jump from our pre-COVID programs! This shows great team work, especially from our youth services team. Program attendance has also been stronger this summer (so far) than pre-COVID years (approximately a 25% increase). *As suggested by the Board last year and added to our 2022 budget, all staff will be receiving a small bonus next month for exceeding our summer reading registration goal (staff recognition and retention).*

Museum Trunks: We have a mining trunk coming this month.

Safety and Security: The library worked with Nederland Police to serve a No Trespass Order to a patron for six months, to expire on December 22, 2022. The patron had trespassed several times within the week and had also received several patron and staff complaints regarding his behavior and not following our library's Code of Conduct. Our security cameras were useful in this situation and we also had a staff training in May on safety and security at work.

Treasurer's Report

April

1. As of April 30, 2022 checking/savings totaled \$488,652 of which we had \$27,426 in Checking, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund, and \$127,047 in Savings.
2. April 2022 total income was \$80,677 of which \$74,949 was from total Property Tax Revenue, and \$2,244 was from total Specific Ownership Tax.
3. April 2022 expenses totaled \$46,631. Expense categories exceeding \$1,000 are summarized here for review purposes, but all expenses can be found on the Profit and Loss statement: \$2,666 for books and materials, \$1,980 for equipment, \$1,442 for maintenance, \$2,034 for

health insurance, \$1,291 for payroll taxes, \$17,848 for wages, \$1,229 for program development, and \$1,512 for utilities. 4. Net income for April was \$34,045. Net income for fiscal year 2022 is \$208,124.

May

5. As of May 31, 2022 checking/savings totaled \$526,212 of which we had \$37,386 in Checking, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund, and \$154,647 in Savings.

6. May 2022 total income was \$71,654 of which \$65,573 was from total Property Tax Revenue, and \$2,024 was from total Specific Ownership Tax.

7. May 2022 expenses totaled \$34,094. Expense categories exceeding \$1,000 are summarized here for review purposes, but all expenses can be found on the Profit and Loss statement: \$3,695 for books and materials, \$2,194 for marketing & design, \$1,599 for payroll taxes, \$21,141 for wages, \$2,181 for professional services, \$1,099 for professional development and \$1,277 for utilities.

8. Net income for May was \$37,560. Net income for fiscal year 2022 is \$245,684.

- Overall material expenses are on track; there has been a continued increase in demand for ebook purchases which the library is able to fulfill. We will be very underspent in physical audiobook purchases.

August Board Meeting

The August Board meeting will be held on the third Wednesday of the month, August 17.

1. NEW BUSINESS

a. Family and Medical Leave Insurance Program, Presentation/Discussion

FAMLI Act

Colorado's new Family and Medical Leave Insurance Program (FAMLI) is a State-run family leave program that will begin to be funded by employers and employees on January 1, 2023. It will provide benefits to employees beginning January 1, 2024, for covered individuals to take up to 12 weeks of job-protected leave for certain personal and family medical reasons.

When the proposition was voted into law, it included a section allowing local government employers to opt out of the program entirely. Because there are still at least two rulemakings to be completed before the law comes into effect, and the Supreme Court is considering a challenge to the law in early May, there is still much we do not know about FAMLI. This article explains the opt-out clause for local governments and what we know about that topic to date.

Local governments, for purposes of FAMLI, means any county, city and county, city, or town, whether home rule or statutory, or any school district, special district, authority, or other political subdivision of the state.

Local governments have three choices when it comes to FAML I. They can do nothing and participate in FAML I; they can follow the process to opt out of the program entirely; or they may apply to the FAML I division to provide a private plan as some private employers will do.

Participate (Opt in)

If a local government employer determines it will participate in FAML I, then beginning January 1, 2023 the local government will begin to pay and remit the employer share of the FAML I premium to the FAML I division quarterly. The amount of the premium is 0.45% of wages if the local government has 10 or more employees and 0% of wages if the local government has fewer than 10 employees. The local government will also withhold each employee's share of the premium, regardless of employer size, to the Division and remit employees' share of the premium (0.45% of wages), along with wage data, to the FAML I Division once a quarter. The FAML I Division has stated this remittance program will look similar to the current platform for remitting unemployment premiums.

Decline Participation (Opt out)

To decline participation in the FAML I program, the local government's governing body must vote to do so. Local government employers must submit formal written notice to the FAML I Division memorializing the decision by an affirmative vote of the local government's governing body to decline participation in the program. The contents of the notice to the Division must include the date of the vote and a statement regarding the decision to decline participation in the FAML I program. The declination vote does not take effect until at least 180 days after the vote, and it is this rule that has caused a lot of confusion as to when local governments need to host the vote to decline their participation in the program.

After a vote takes place, the local government is required to notify its employees of the declination vote within 30 days and give employees notice of the impact that declination in participation has on them. The local government employer must formally give notice to its employees, the content of which must: (1) explain differences between the FAML I benefits and other paid leave plans offered by the local government; (2) state which employees are eligible for protection under FMLA; and (3) contain information for employees on electing benefits (participating in FAML I) as an individual.

The decision to decline is good for eight years from the date of the vote. The local government must hold another vote if it wishes to continue opting out beyond eight years. A local government wishing to participate after any declination may consider and elect coverage annually.

A local government that declines participation may choose to assist employees who want to individually participate in the FAML I program by facilitating voluntary payroll deductions, with

remittance of the employee share of the premium (0.45% of wages) and wage data once a quarter to the FAML I Division.

Local governments that choose to fully participate in FAML I after previously voting to decline participation, as well as individuals who self-elect coverage, must remain in the program and agree to pay premiums for a minimum of three years. If a local government wishes to withdraw from the program at the end of the three-year period, the Division requires a minimum of 90-days' notice, so the Division can update the systems to avoid overpayments and miscommunication.

Apply to Provide a Private Plan

Finally, an employer, including a local government employer, has the option to apply to the Division for approval to meet its FAML I obligations with a private plan. There are no rules yet publicly known on this topic, but at a minimum, a private plan must confer the same or greater benefits to an individual and otherwise meet the same requirements as the statute. Thus, any private plan, whether self-funded by the employer or purchased through a third-party insurance provider, must meet or exceed the benefits of FAML I. That includes the eligibility to take leave, duration of leave, reasons for leave, wage replacement, and the cost to employees, which cannot be greater than the cost charged to employees under FAML I. If the plan is paid by self-insurance (self-funded), the employer must furnish a bond to the State as security. Under this election, the Division can withdraw approval for a private plan when terms established by the Division have been violated.

In addition to the FAML I program, employers will need to continue to navigate FMLA and other short and long-term disability programs.

- I have polled our staff and so far all staff are in favor of FAML I program managed by the library. Our neighboring, peer libraries (Gilpin and Lyons) are both investing in benefits that exceed the FAML I mandate. Town of Nederland employees appear to feel that with the generous Town of Ned PTO program (which the library also has) they might not want it; it will go before BOT in August.

The Board plans to revisit the subject in August / September after reviewing what action the Town of Nederland takes, hearing feedback from Library staff, and analyzing the financial implications of each option.

b. Safe Child Policy, updates

Our library has a Safe Child Policy

(<https://nederland.colibraries.org/wp-content/uploads/2018/12/Safe-Child-Policy-12-6-2018.pdf>) that children under 9 can not use the library unless accompanied by a caregiver over 18 (or they are registered for a program where we have librarian/educator supervision). We have had some parents ask if there is any way their children who are under 9 can be at the library with an older siblings/babysitters who are not yet 18. The Reasonable Childhood Independence bill was recently signed into law (https://leg.colorado.gov/sites/default/files/2022a_1090_signed.pdf) and I tend to agree that it's reasonable for parents who choose to live in a small town want for their children to be able to ride their bikes a few blocks to the local library. Of course, the reason for the library's approach is: being able to contact a parent in case of an emergency with the child or the child is being disruptive 2. a perpetrator harming a child while on library property (the library, unlike a school, does not have the staff to act in loco parentis.).

Lisa made a motion to amend the Safe Child Policy to require children under 9 to be with a guardian between the ages of 14 and 17, if a parent signs a consent form. Scott seconded the motion. Motion passed unanimously.

c. No Trespassing Signs

The Library's attorney is developing recommendations for no trespassing/property ownership signage. The Board discussed making sure the signs are friendly.

2. OLD BUSINESS

- a. Updates on long-term maintenance measures
 - i. Andrew will be sharing a draft spreadsheet for the Board to provide feedback. Outside support will be needed to provide condition assessments and cost estimates.
- b. East Property Development discussion
 - i. The July Board meeting will focus on the East Property Development discussion.

Lisa moved to adjourn the meeting at 8:53 pm. Andrew seconded the motion. All in favor.