

NCL Board Meeting

December 4, 2024

6:30PM

(If needed, please contact the library for remote participation information.)

Present: Elektra Greer, John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Jessie Ansari, Tim Rehder

1. **Meeting called to order:** 6:36 pm

2. **Public Comment:** the library received a concern about the availability of periodicals. The director will make a decision that will address this.

3. **Minutes** from the Board Meeting on October 23, 2024 were approved.

4. **Reports**

a. NCL Board President's Report: none

b. NCL Foundation Report: Foundation continues to do well and has plenty of books. Final book sale will be this coming weekend's Holiday Mountain Market. The foundation helped support library volunteers with gift cards. The winter Gala fundraiser will be on February 8.

c. NCL Treasurer's Report:

HB24-1302, passed in May 2024, requires local governments that levy property tax to provide specific mill levy information to counties when they certify their mill levies by December 15 as part of the budget process in 39-1-125 (1) (a) CRS. Counties are then required to coordinate with DOLA to ensure that the mill levy information of property taxing entities is publicly available for Budget year 2023. Ballot Issue SA from the November 1, 2005 Nederland Community Library District election waived the Statutory 5.5% Property tax Limit for the District. For future years, the District may be subject to a brand new statutory 10.5%/5.25% property tax limit which will be effective for budget year 2026. More information will be forthcoming in 2025 from the Colorado Department of Local Affairs. Any new limit, like TABOR, will be locally administered.

Respectfully Submitted,

Annie Thayer, Treasurer

October 2024 summary reports

Detailed reports are attached

All numbers in this summary are rounded to the nearest dollar

Presented at the November/December Board meeting on December 4, 2024

1. As of October 31, 2024 checking/savings totaled \$389,224 of which we had \$15,090 in Checking, \$82,390 in our Reserve Fund, \$18,011 in Land Development fund, and \$5,000 in our Long-term Maintenance fund, and \$268,733 in Savings.

1. October 2024 total income was \$6,460 of which \$1,720 was from Total Property Tax Revenue, \$2,364 from Specific Ownership Tax, and \$1,456 was from the International Sister City Exchange.
2. October 2024 expenses totaled \$163,923. Expense categories exceeding \$1,000 are summarized here for review purposes, but all expenses can be found on the Profit and Loss statement: \$2,380 for Books and Materials, \$1,000 for land development, \$4,498 for Maintenance (of which \$3,499 was for HVAC) \$2,090 for Payroll Taxes, \$25,235 for Wages, \$1,703 for Professional Fees, and \$2,202 for Program Development.
3. Net income for October was -\$157,463. Net income for fiscal year 2024 at end of October is \$76,690.

NOTES:


- November Assessed values brought an extra \$82.34 into our General Fund, which we are putting into our Long-term Maintenance fund.
- After reviewing our 2024 Budget vs Actuals in November, we decided to move \$3000 from Additional Program Contracts and \$1000 from Adult Programming into PTO wages. Total payroll will be increasing by 5% (3% COL + 2% Merit). Over the past 2 years, we increased payroll by 7%, partly in an effort to get wages and salaries at market rate, which they now are.
- The Library Foundation is aware that with a tighter budget in 2025, we will need to rely on them more for programming funds. We will also be exploring cost recovery for programming use of our outdoor Reading Garden for non-library programs.
- Our long-term contracts with tech support and marketing will increase by 3% in 2025.
- We will be submitting a Resolution for Budgetary Transfer for \$36,000 from General Savings for the

HVAC software upgrade. Please contact me with any questions.
Respectfully submitted,


Annie Thayer, Treasurer

Scarlett Pontón de Dutton moved to approve the report, and Rick Rudstrom seconded. Voting in favor were: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder. Voting opposed: none. Motion approved.

d. NCL Director Report:



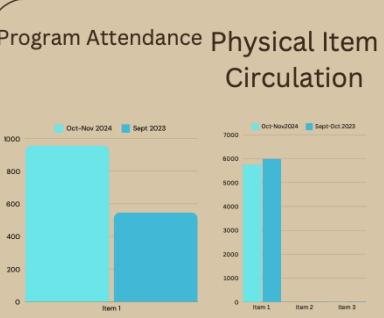
NCL DIRECTOR'S REPORT DECEMBER 2024



MONTHLY UPDATE


- Our program offerings and attendance almost doubled this year for October and November, in comparison to last year at the same time. Jessie and her team have been doing great work, adding more diverse programs and outreach. We are looking to be just as strong in December.
- The Library received Metro Grant funds from the Town of Nederland to expand our after-school STEAM program in 2025. Jessie applied for the grant and will be overseeing its management.
- For our November Staff Meeting we hosted Anna Szczepanski from CLiC who shared with the team more about CLiC's offerings, and trends she's seeing in peer libraries across the state. She will hopefully be coming back in Spring 2025 for a De-escalation workshop. The meeting also covered Emergency Planning and Management.
- It's been wonderful to add Analisa to our library team; she has taken a lot of initiative in expanding our Spanish bilingual programs.
- The library is working on an ALA grant to provide resources to help us reduce barriers for our older patrons in accessing library resources. We will be particularly focusing on adults with mobility issues and low vision challenges. If we receive the funds, we'll be partnering with Peak2Peak and the Food Pantry in our accessibility efforts.
- The library is also looking into partner grants with the Nederland Fire Protection District to provide community education around Disaster Management and Fire prevention.
- We are also partnering with the Food Pantry this month with a "Giving Tree" theme to raise awareness about donating toys to disadvantaged families over the Holidays.
- Our Fire Alarm system has been tested and is in compliance.
- Work on upgrading our HVAC's computer system will begin next week, with payment due January 2025.
- The Foundation will have their annual 2-day book sale at the Holiday Mountain Market. Please spread the word.
- Planning for our Library Day at the Capitol in March 2025 is beginning to take shape. The CAL Legislative committee is working on its 2025 priorities and I will be sharing more in January 2025.

Program Attendance Physical Item Circulation



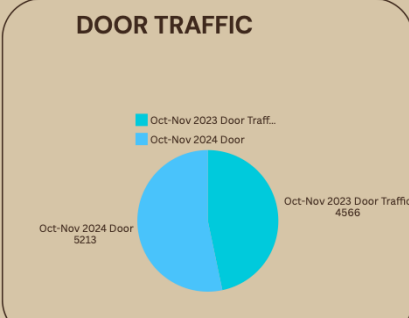
Category	Oct-Nov 2024	Sept-Oct 2023
Program Attendance	~900	~550
Physical Item Circulation	~6000	~5500

E-Books Circulation



Period	Circulation
Oct-Nov 2024	~1000
Oct-Nov 2023	~950

DOOR TRAFFIC



Period	Door Traffic
Oct-Nov 2023	4566
Oct-Nov 2024	5213

Business

a. Resolution to Adopt the 2025 Budget:

Scarlett Ponton de Dutton moved to open a Budget Hearing at 7:20pm. Seconded by Rick Rudstrom. Motion passed.

1. RESOLUTION TO ADOPT THE 2025 BUDGET FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT.

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

2. 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 2025 BUDGET YEAR

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

3. RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2024, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT, COLORADO, FOR THE 2025 BUDGET YEAR

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

4. CERTIFICATION OF TAX LEVIES FOR NON-SCHOOL GOVERNMENT

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

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

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

6. A RESOLUTION APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR THE BOULDER COUNTY NEDERLAND COMMUNITY LIBRARY DISTRICT OF COLORADO.

Motion to approve made by Scarlett Pontón de Dutton, seconded by Rick Rudstrom.

Voting in favor: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder

Voting opposed: none

Motion approved.

Motion to end Budget Hearing: 7:33. Motion approved.

New Business

- a. NCL Reading Garden Rental Policy presented and discussed. An updated version will be presented at a future meeting.
- b. Annie Thayer will be vacating her position as Treasurer at the end of January 2025. A motion was made by Scarlett Pontón de Dutton and seconded by Rick Rudstrom that Annie Thayer will stay on the board for another year and that Jon Eischeid will assume the treasurer's role as of February, 2025. Voting in favor were: John Eischeid, Scarlett Pontón de Dutton, Dave Powlison, Annie Thayer, Allie Marshall, Rick Rudstrom, Tim Rehder. Voting against: none.
- c. Discussed strategic plan and our goals for the year. Possible meeting date to discuss this in April. Survey draft:



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Due to the anticipated decreases in library finances,

- 1) What is the library doing well? (Include a drop down)
- 2) What is the library not doing that you'd like it to do? (Include drop down?)

Reminder that community members area always welcome to attend board meetings and provide input.

8:35 PM. **Adjourn.**