

**Minutes of the Poudre River Public Library District
Board of Trustees – Regular (VIRTUAL) Meeting**

**January 11, 2021
4 p.m.**

Conducted Virtually via Zoom

PRESIDENT:	Becki Schulz	556-9499
VICE PRESIDENT:	Fred Colby	858-414-5635
EXECUTIVE DIRECTOR:	David Slivken	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Fred Colby
Amanda Quijano
Corey Radman
Jeremy Rose
Matt Schild
Becki Schulz
Joe Wise

OTHERS IN ATTENDANCE:

Cam Richards, Legal Counsel
Molly Thompson, FRCC
Jean Bosch
Holly Carroll
Matt Swaffer
Jose Luis Ramos

DISTRICT STAFF PRESENT:

Tova Aragon
Xochil Arrellano
Katie Auman
Kindra Baker
Holly Bucks
Nicole Burchfield
Karla Cribari
Kristen Draper
Ken Draves
Ian Holmes
Mark Huber
Angela James
Cynthia Langren
Eileen McCluskey
Anne Million
Monique Ramos
David Slivken
Rob Stansbury

Sabrina Stromnes
Rachel Tand
Johanna Ulloa
Victor Zuniga

I. CALL TO ORDER

President Schulz called the meeting to order at 4:01 p.m. and declared a quorum of the board present.

II. MOMENT OF REMEMBRANCE FOR SYLVIA GARCIA

III. AGENDA REVIEW

No changes were made.

IV. PUBLIC COMMENT

None

V. APPROVAL OF MINUTES –November 9, 2020 Regular Meeting Minutes

There was a motion by Trustee Wise to approve the minutes as presented. The motion was seconded by Trustee Schild and it carried unanimously, 7 – 0.

VI. REPORTS

a. Director’s Report – *Slivken*

Executive Director Slivken verbally highlighted a couple of items included in the written report. The report was accepted as presented.

b. Financial Report –*Tand*

Finance Director Tand presented the monthly financial report and it was accepted as presented. Trustee Wise requested that Ms. Tand include a footnote to the budget document whenever something out of the usual occurs.

c. Legal Status Report – *Richards*

Mr. Richards had nothing to report.

VII. UNFINISHED BUSINESS

a. Policy Review – Procurement Policy - Second Reading and Approval – *Tand*

Finance Director Tand briefed the board on the revisions that were made to the policy since the first reading of it back in November.

There being no further discussion, there was *a motion made by Vice President Colby to approve the Procurement Policy as presented today. There was a second by Trustee Radman. The motion carried unanimously, 7 – 0.*

VIII. NEW BUSINESS

a. Policy Review – Collections Policy – First Reading - *Slivken & Aragon*

Collections Manager Aragon provided background information and explained how her team reviewed collection policies from numerous other libraries and that information to help guide the proposed revisions.

Executive Director Slivken discussed how the revised policy compares with the current policies. Feedback from the board was positive.

This will be brought to the Board at their next meeting for second reading and approval.

b. Approval of Disposal of Library Asset – Resolution 2021-01-01 – *Tand*

Finance Director Tand asked for board approval to dispose of an asset, specifically, a wooden seed cabinet located at Old Town Library. The item would be better utilized elsewhere and will be donated to Wolverine Farms.

There was a motion by Trustee Wise to approve Resolution 2021-01-01. There was a second by Vice President Colby. The motion carried unanimously, 7 – 0.

XI. ANNOUNCEMENTS

a. Friends of the Library Update - *Wise*

Trustee Wise reported that the Friends approved a \$15,000 contribution to the Library District for its Wish List. This is very generous considering the lack of revenue in 2020. Finance Director Tand noted that in the 2021 PRPLD budget, \$40k from the Friends was included and that the Executive Leadership Team plans to discuss and come up with a solution to make up the difference of \$25k.

b. Library Trust Update – *Radman*

Trustee Radman reported that the Trust experienced a positive outcome in the Colorado Gives campaign.

The Trust recently appointed officers and the only change from before is that Mike Liggett is now the Vice President. She added that they're looking for new members so please spread the word.

XII. EXECUTIVE SESSION

President Schulz called for an executive session pursuant to Section 24-6-402(4)(e), C.R.S., for the Board to discuss personnel matters related to the Executive Director's annual review. ***Upon announcement and by motion duly made, seconded, and by unanimous vote, the Board entered executive session at 4:56 p.m.***

At 5:34 p.m. the Board of Trustees reconvened in public session. President Schulz announced the Board had been in Executive Session pursuant to §24-6-402(4)(e), C.R.S.,

for the Board to discuss personnel matters related to the Executive Director's annual review. The Board acknowledged that it did not take formal action nor did it adopt any policy, position, rule, or regulation while in executive session.

The Board directed President Schulz to share the results of the annual review with the Executive Director and to discuss 2021 salary as directed. Legal counsel will follow up regarding any contract adjustments or amendments that may be necessary.

There being no further business to come before the Board, upon motion made, seconded, and unanimously carried the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Cynthia Langren

Cynthia Langren
Recording Secretary

Matt Schild
Secretary-Treasurer