



**GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
DRAFT MINUTES OF MEETING
Monday, April 11, 2017
Crested Butte Library**

The regular meeting of the Gunnison County Library District Board of Trustees was called to order by President Bruce Bartleson at 4:35 p.m. Board members present were Rosalie Ott, Bruce Bartleson, Andy Keck, Sherryl Peterson, Doris Kuiper and Larry Meredith. Acknowledgment of a Quorum was made. Also in attendance were Executive Director Nancy Trimm, Business/HR Manager Amanda Brackett, Crested Butte Branch Manager Lisa Wishard and Jill McKinney, Gunnison/Crested Butte Staff, Library Technician II

An addition to the Old Business portion of the agenda was proposed by Trimm. She asked that the agenda be modified to add the topic of a Time Warner Bill to Old Business. Keck moved that the modified agenda be approved. Ott seconded and the motion was approved.

Ott moved to approve the minutes of the previous meeting with one modification, changing the motion and second to adjourn from "Ott moved and Ott seconded" to "Ott moved and Keck seconded." Keck moved to approve the motion and it passed.

February and March Monthly Financial Reports

The reports were presented by Brackett and Trimm. Brackett reminded board members that some line items appear to be well over the 25% of the amount budgeted because a large portion or the entire amount budgeted was billed to the District and paid early in the year. Even with those larger expenditures all of the District's elements were within, or close to, the target expenditure at this time of year of 25%.

At the February board meeting it was pointed out that two CDs of Van Tuyl Estate funds at Gunnison Savings and Loan were due for renewal. The board approved a motion that \$300,000 be reinvested in a five-year account and that \$200,000 be reinvested in a three-year account. Brackett reported that this had been accomplished.

The Gunnison Bank and Trust Operating Account balance at the end of March was \$39,655.33. The GB&T Money Market Account balance was \$505,177.46.

Interest earned this year on the Van Tuyl Estate funds at Gunnison Savings and Loan amounted to \$13,717.59.

With an expenditure target of 25% of the budget, the Gunnison Library was at 24.4%, Crested Butte Library was at 26.3%, CAFÉ was at 25% and Administration was a 29.4%.

Director's Report

In the Board packet Director Trimm had included a written report containing statistics re: circulation, programming, etc. She also reported that improvements were being made in the Gunnison Library including painting the children's area. In addition, Gunnison County plans to remodel the one public restroom in the library with a completion date estimated for late spring.

She said she had met recently with County Manager Matt Birnie and that he indicated the county would provide certain kinds of support for the library should the board decide to proceed with a total remodel or new construction.

At the recent orientation/training session for the board, members signed a sheet indicating their interest in particular sub-committees. Trimm will make the list available to members.

New Business

Trimm reported that the Town of Crested Butte was attempting to see that all the buildings they own and that are being used by various entities be under a contract and that the Town Manager had presented a proposal to her for maintenance by the town in exchange for rent. The figures quoted appeared to her, and to the board, to be extremely high.

EXECUTIVE SESSION: At 5:15 p.m. President Bartleson made the following motion: Pursuant to section 24-6-402(4) of the Colorado Revised Statutes, I move that this regular public meeting of the Board of Trustees of the Gunnison County Library Board adjourn and, upon affirmative vote of two-thirds of the members present, reconvene in executive session for the sole purpose of discussing property negotiation matters. Meredith seconded the motion which passed and an executive session was convened.

At the conclusion of the executive session President Bartleson made the following motion: An executive session of the Board of Trustees of the Gunnison County Library District convened at 5:15 p.m. on November 17, 2015, for the sole purpose of discussing property negotiation matters as authorized by section 24-6-402(4) of the Colorado Revised Statutes. Attending were: Larry Meredith, Andy Keck, Sherryl Peterson, Rosalie Ott, Doris Kuiper and Bruce Bartleson. Also present for part of the session were Library District Business Manager and HR Manager Amanda Brackett, District Executive Director Nancy Trimm, Crested Butte Branch Manager Lisa Wishard and Library staff member Jill McKinney. During the executive session the board discussed property negotiation matters. The board did not engage in substantive discussion of any matter not enumerated in section 24-6-402(4), C.R.S. The board did not adopt any policy, position, resolution, rule, regulation or take any formal action. Peterson seconded the motion and the executive session meeting was adjourned at 5:45 p.m. and regular session reconvened.

Upon the conclusion of the Executive Session Peterson moved that because the intent of the Gunnison County School Board (when the Old Rock building was deeded to the Town of Crested Butte) was that the building be used only for a library, that a committee be formed to make recommendations to the board and help negotiate a contract when the Town of Crested Butte has made a new proposal. Keck seconded and the motion passed.

Trimm and Brackett then presented a proposal to make three changes to the District's Personnel Policies. The first two, dealing with sick leave and vacation accrual changed the time from which accrual can begin for new employees from after six months employment, to date of hire. The third would give the Executive Director authority to hire someone for certain positions without advertising the position. The board felt the first two changes were appropriate but wanted a change to the final one. Peterson moved that the first two changes be approved a presented but that the Executive Director may hire only employees expected to work less than 30 hours per week without advertising. Kuiper seconded and the motion passed.

Old Business

Trimm and Brackett reported that Time Warner Cable had presented a bill to the District for three years of providing Internet service. This was due to a misunderstanding and the fact that earlier bills had been sent to a physical address in Crested Butte and not to the PO Box so were never received. Other mitigating factors were also included. Peterson moved that the bill be paid out of emergency reserve. Ott seconded and the motion passed.

Other Business

A Human Resources Standards Review committee was formed consisting of Trimm, Brackett and Peterson
A Finance Standards Review Committee was formed consisting of Trimm, Brackett and Keck.

The date for the next regular Board meeting will be determined via Doodle poll.

Keck moved the meeting be adjourned, Ott seconded and the motion passed. The meeting concluded at 6:15 p.m.

Respectfully Submitted by

Larry Meredith
Secretary