

**GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
MEETING MINUTES**

August 10, 2015

Old Rock Library, Crested Butte

The meeting was called to order at 3:03 p.m. by President Bruce Bartleson

A quorum was acknowledged with the following board members present: Kathy Norgard, Jan Carroll, Larry Meredith, Rosalie Ott, Andy Keck and President Bartleson. Also present were Library District Director Nancy Trimm, Old Rock Library Branch Manager Debra Reich, and Business and HR Manager Donna Ford.

Keck made a motion to approve the agenda. Norgard seconded the motion and it was approved.

The minutes of the March 30, 2015 regular meeting were reviewed. Ott made a motion to approve the minutes. Carroll seconded the motion and the minutes were approved.

There were no public comments.

FINANCE COMMITTEE REPORT: Ford and Trimm made the Finance Committee report. The Library District's fund balance at the end of July was \$934,535.52, far in excess of the amount required by the board. Income and expenses for the Gunnison and Crested Butte libraries and CAFE were in line with the budgeted amounts. The "target" for percentage of budgeted expenses used to this point was 50%. All four entities were below that percentage except CAFÉ and that was due to more payroll expense during the school year. CAFE essentially has no payroll expense during the summer months so the budget will soon even out. Interest earned from CDs containing the bequest of Ray Van Tuyl has been placed in a money market account and now totals \$79,558.98. Norgard moved to approve the financial report, Carroll seconded and the motion passed.

DIRECTOR'S REPORT: Nancy Trimm presented the Director's Report.

Trimm attended the Research Institute for Public Libraries July 27-31 in Colorado Springs. "Key takeaways" included "benchmarking" ourselves to determine if we are meeting and/or exceeding public library standards; learning how to more effectively begin measuring "outcomes" of our efforts instead of simply inputs and outputs (measured only by numbers, etc.); preparing ourselves for updating our strategic plan and conducting another community needs assessment; and using "data visualization" better (how we use data to tell our stories).

Trimm also presented an updated statistics report for January through July of 2015.

The report showed increases over last year from the two libraries in total circulation, total hold requests filled, visits, programs offered and attendance at the programs, PC usage and number of card holders.

She also made a report on activities at each library and CAFÉ. Her detailed written report was made available to the board.

OLD BUSINESS: Trimm reported that she and Ford had investigated investment opportunities for the excess fund balance monies. Board members were to have looked at the COLOTRUST and CSafe websites in anticipation of the evening's discussion. Bartleson noted that both the websites offer very low returns and questioned whether the district would be better off investing excess fund balance monies into CDs. There was discussion that, due to the low interest rates provided by those two entities, we might be as well off, or better, by continuing to invest locally in CDs. Ford and Trimm will investigate CD rates and the possibility of avoiding an early withdrawal penalty at Gunnison Savings & Loan and Gunnison Bank & Trust. More discussion will follow at upcoming meetings.

NEW BUSINESS: Several years ago the board approved a "tuition reimbursement policy" for employees working on advanced degrees (MLS). Sonda Donovan had applied and the board approved her request after a motion was made by Keck and seconded by Ott.

In addition Trimm presented a number of potential revisions to the Personnel Handbook. Some of her suggestions had been previously approved by the board but were not yet added to the handbook. Twelve changes were recommended and were approved by the board. Keck moved approval of all and Ott seconded. The motion passed.

THERE WAS NO CALL FOR AN EXECUTIVE SESSION.

NEXT MEETING DATE will be determined by a Doodle Poll.

Ott moved adjournment of the meeting and Carroll seconded. The meeting was adjourned at 5:02 p.m.

Respectfully submitted by:

Larry Meredith, Secretary