

Dolores Library District Board Meeting

January 9, 2024

Call to Order: President Sandy Jumper called the meeting to order at 6:04 p.m.

Board Members Present: Correen Becher, Jeanne Becker, Gina Hernandez, Beth Mitchell (via Zoom), and Tamara Woodbury (via Zoom)

Board Members Absent: Hassan Hourmanesh

Director: Sean Gantt

Guests: Diana Donohue and Cheyenne Baber, staff member

Agenda and Minutes:

No changes or corrections were made to the agenda, public hearing minutes, or the December board meeting minutes.

Jeanne made a motion to approve the agenda, public hearing minutes, and board minutes as presented. Gina seconded the motion which carried upon a vote.

Correspondence and Communications:

Sean reported the Dolores School District did approve appointing Hassan Hourmanesh to the Dolores Library District Board.

Public Comment:

None

Financials:

1. Expenditures: Beth asked about the two payments for the copier lease. Sean explained he made payments for two months in December. Beth also asked about the payment to Lily Russo which was for a program she presented. Correen asked for clarification on the higher-than-normal payroll expenditures. Sean said the amount included the end-of-year bonuses for the staff. Correen also asked about the payment to Pinnacol, which is the annual payment for workers' comp. *P&L*: Sandy asked about the donations. Sean has yet to receive the quarterly statement from Onward! so he couldn't give any numbers right now. Beth asked about the Telehealth grant and how the money needs to be spent. One thing Sean plans to purchase are blackout blinds for the windows in the meeting room which will provide more privacy during health events.
2. Balance Sheet: Sandy asked about the interest on the Colorado Trust accounts, but those quarterly statements have not yet arrived.
3. Sandy asked for a motion to approve the December payroll, bills, and financial reports. Beth made the motion, Tamara seconded, and the motion carried upon a vote.

REPORTS

Learning Moments:

None

Director's Report:

Sean reported Megan, the youth programming staff member, has resigned. Cheyenne and Jillian are sharing the youth programming duties for now. He plans to hire both the adult and youth programming people at half time due the decreased revenue from property taxes. He presented circulation and programming numbers for both December and the year. He pointed out that circulation numbers have rebounded since the pandemic. Sean highlighted the time he and Sandy spent to update the draft budget and his contact with DOLA regarding the need for a second public hearing.

Finance Committee:

Did not meet

Strategic Plan Update: Programming: The Library is now in need of both an adult and a youth programming staff member. Due to decreased revenue, Sean plans to rehire those positions as half time. He also said the staff met and decided to move some of the youth programming duties to the adult programming person because of the demands the children's programming takes. All staff is being spread thin right now, so some programming is being scaled back.

UNFIISHED BUSINESS

Discuss Final Budget:

Sean presented two new drafts of the 2024 budget. Draft #2 includes having a full staff with full time adult and youth programming staff members, and which requires dipping into reserves \$116,000. Draft #3 budgets for half time adult and youth programming and creates an \$82,000 dip into reserves. Sandy commented that one of the duties of the Board is to be fiscally responsible. She felt using over \$100,000 of the reserves would not be the responsible thing to do, and the other Board members agreed.

Tamara made a motion to approve Draft #3 as the 2024 budget; Gina seconded, and the motion carried upon a vote.

Approve Resolution 2024-01 Resolution to Adopt Budget:

Jeanne made a motion to approve Resolution 2024-01 Resolution to Adopt Budget. Gina seconded, and the motion passed upon a vote.

Approve Resolution 2024-02 Resolution to Set Mill Levies: Beth made a motion to approve Resolution 2024-02 Resolution to Set Mill Levies. Jeanne seconded, and the motion carried upon a vote.

Approve Resolution 2024-03 Resolution to Appropriate Sums of Money: Gina made a motion to approve Resolution 2024-03 Resolution to Appropriate Sums of Money. Beth seconded, and the motion passed upon a vote.

The Board members in attendance signed all three Resolutions, Sean will deliver them to the County on January 10, 2024.

NEW BUSINESS

Appoint New Trustee:

After a short discussion, Jeanne made a motion to accept the application of Hassan Hourmanesh to be a new Board Trustee. Gina seconded, and the motion carried upon a vote.

Elect Officers: Officer nominations of President: Sandy Jumper, Vice President: Jeanne Becker, and Secretary: Correen Becher, were made in December. Gina made a motion to elect the current slate of officers to serve for 2024. Beth seconded the motion which passed upon a vote.

Adjourn: With no other business for the good of the order, Sandy adjourned the meeting at 6:51 p.m.

PROPOSED TOPICS FOR NEXT MEETING: February 13, 2024 at 6:00 p.m.

1. Review Job Descriptions
2. Review Audit Exemption

Prepared by Correen Becher, Secretary

