

Dolores Library District Board Meeting

February 13, 2024

Call to Order: President Sandy Jumper called the meeting to order at 6:00 p.m.

Board Members Present: Correen Becher, Jeanne Becker, Gina Hernandez, Hassan Hourmanesh, and Beth Mitchell

Board Members Absent: Tamara Woodbury

Director: Sean Gantt

Guests: Chris Majors and Carol Westphal

Agenda and Minutes:

No changes or corrections were made to the agenda or the January board minutes. Gina made a motion to approve both the agenda and the minutes, Jeanne seconded, and the motion carried upon a vote.

Correspondence and Communications:

Sean said nothing formal had been submitted, but he did comment on conversations he had had to find more ways to fund the Library.

Public Comment:

Carol introduced herself as a member of Friends of Dolores Library. She requested the Board consider having community members volunteer at the Library. Sean said he would address this during his report.

Financials:

1. Expenditures: There were no questions or concerns about this report.
2. P&L: Correen noticed some differences in the amounts between the expense report and the P&L, which should have the same amounts because the reports were for January only. Sean and Sandy determined the likely problem was that Sean printed the P&L on February 5th and some payments were made between the end of January and February 5th. Sean said he would try to find a way to have the two reports align better. Correen also asked about the \$5,000 donation and Sean said it was from the Town. He added that the County donated \$1,500.
3. Balance Sheet: There were no questions or concerns about this report.
4. Sandy asked for a motion to approve the financials. After the explanation of the differences between the P&L and the expense report, Jeanne made a motion to approve the January payroll, bills, and financial reports; Gina seconded the motion which carried upon a vote.

REPORTS

Leaning Moments:

None, though Sean said he'd been in touch with Anna from CLiC about some Zoom lessons for the Board.

Director's Report: Sean commented on delivering the budget packet to the County Commissioners, his meeting with the KSJD Director, and the Trustee Orientation. He also explained how the youth programming has been adjusted due to the lack of staff. Sean included in the board packet information on volunteers. Since the Library is a public entity and volunteers would not be replacing the duties of a staff member, Sean felt it would be appropriate to have volunteers help at the Library. Volunteers would need to go through a background check, which includes fingerprinting. Sean wanted advice from the Board

about whether the Library should pay the cost of fingerprinting. After a discussion, it was agreed to not change the current volunteer policy, which does not address being reimbursed for cost of a background check. Sean also presented the Board meeting schedule.

Finance Committee:

Did not meet

Strategic Plan Update: None

NEW BUSINESS

Review Job Descriptions:

Due to the length of the descriptions and the short timeframe (one afternoon) for reviewing them, Sandy decided to table this until the March meeting.

Review Application for Exemption From Audit Form:

Chris Majors, CPA, MT, of Majors and Haley, P.C. presented the Application for Exemption from Audit form explaining the more important parts to the Board. He said the Library ended 2023 with a surplus of about \$13,000, which means the Library did not have to use the reserves.

Approve Resolution 2024-04: Resolution for Exemption from Audit:

Beth made a motion to approve Resolution 2024-04: Resolution for Exemption from Audit. Gina seconded, and the motion carried upon a vote. All Trustees present signed the Resolution form and the Application for Exemption from Audit form. Chris will submit these forms electronically to the proper authorities.

Review and Approve Technology Plan:

Sean presented the 2024-2026 technology plan. He highlighted accomplishments of the last three years and goals for the next three.

Beth made a motion to approve the 2024-2026 Technology Plan. Jeanne seconded, and motion carried upon a vote.

Adjourn:

With no other business before the Board, Sandy adjourned the meeting at 7:17 p.m.

PROPOSED TOPICS FOR NEXT MEETING: March 12, 2024 at 6:00 p.m.

1. Review job descriptions
2. Strategic Plan Update

Prepared by Correen Becher, Secretary