Dolores Library District Finance Committee Meeting
June 16, 2026
Director's Office

Call to Order: Sandy Jumper called the meeting to order at 4:13 p.m.
Committee Members Present: Leah Burkett and Correen Becher
Guests: Emily Wisner, DLD Board Member

Agenda Approval: Leah added two more items, one a Notice of Circumstance to the District's insurance company, and the second to have the District's attorney review the minutes before presenting them for approval.

NEW BUSINESS
Interim plan for Library District's Financial Management: So far Sandy has been overseeing finances at the Library. She will meet with staff to see which of them would be interested in helping. A QuickBooks expert will be consulted to help make sure bills and payroll are done timely and correctly. Leah has requested the District's CPA disable the former executive director's access to QuickBooks but has not been informed if that was done. Sandy says she has the former executive director's password for QuickBooks.

Discuss and recommend required update to General Fiscal Policy re: grants and donations: Due to Leah's recent review of how donations and grants have been handled, she is recommending the General Fiscal Policy be reviewed and revised. Leah presented a list of four options about ways to define the donations and grants that come into the Library. She asked that each committee member read over the list and give her their top two suggestions by Friday, June 19.

Discuss and recommend update to investment policy to include the legal definition of public funds: Leah recommended an addition to include a definition of public funds.

Discuss and recommend how to return library donation funds from Onward! to the District's bank account: The members discussed the opening balance of the Dolores Public Library Foundation Fund and the current balance. The consensus was to recommend drawing the fund down to the opening balance and depositing the remainder into the District's general fund.

Discuss and recommend establishing a capital funding reserve for ongoing maintenance of the building: DLD has healthy reserves. Leah would like to see a portion of those reserves be set aside to fund major maintenance costs (e.g. HVAC). Emily offered to research the RFP process to address future maintenance needs of the building. The committee will present the idea to the full Board.

Discuss and recommend renaming certain QuickBook accounts for the purpose of clarity and transparency in financial statement presentation: Leah feels some line item names in QuickBooks could result in confusion or misunderstanding, so she would like to see some of them renamed. She will present her suggestions to the full Board.

Notice of Circumstance: Leah has concerns regarding threats against the Library. She feels it would be prudent to notify the insurance company. Sandy said she could follow up on that.

Attorney review of minutes: Given the spotlight the Library District is under, the committee members would like the District's attorney to check the minutes before submitting them for approval.

Future Topics:
- Budget amendment
- Long-term financial planning
- Learning Moment for the Board on legal fiscal responsibility
- Revisit strategic plan goal #6 on financing

Adjourn: The meeting adjourned at 5:40 p.m.

Prepared by Correen Becher