

**GUNNISON COUNTY LIBRARY DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
Tuesday, November 19, 2013  
Gunnison Library**

The meeting was called to order at 5:09 PM by Board President Bruce Bartleson-Bruce Bartleson, Ed Seymour, Pat Lazerus, Rosalie Ott, Kathy Norgard, Vicki Spencer and Sherryl Peterson, were in attendance as board members. Nancy Trimm, Gunnison County Library District Director and Donna Ford, Staff Recorder, were also present for the meeting

A quorum was acknowledged with 7 of 7 members present.

The meeting agenda was approved with no changes.

A motion was called for the approval of the minutes of the last meeting held September 16, 2013. Pat Lazerus made a motion to approve the minutes with one minor typographical error corrected. Motion was seconded by Rosalie Ott and the minutes were approved.

There was no one present for public comments.

#### Finance Committee Report

Financial statements for August, September and October were presented for viewing to the board members and Pat Lazerus, Treasurer, gave the financial reports, She suggested we look at October, the most recent month rather than August and September since the Board was provided those reports to peruse prior to the Board meeting. All branches are operating within overall budget. Kathy asked a question about memorials and gifts and wanted to know whether we are taking action to let the community know that the Library District is available to receive gifts and donations.

#### Director's Report

a. Nancy talked about the Sierra Migration, the library's new ILS ( Integrated Library System). Marmot Library Network handled the migration. The process happened on Veteran's Day and has gone smoothly, staff have all adjusted wonderfully Nancy reported.

b. Staff Evaluations –Nancy reported to the Board that the evaluation forms were revised and completely revamped. A self-evaluation component was added, a supervisor component, and an evaluation meeting with each staff member. This was a very positive experience.

c. Technology Planning Committee-Debra, Maria, Sonda, Bob and Kym comprise the Technology Planning Committee. These members volunteered to serve. The Technology budget for 2014 is \$20,000 which was approved by the Board at a previous meeting. The plan is to replace 8 computers in 2014 and to upgrade other library technologies as needed.

d. Nancy also reported on a few miscellenaous items. Recent programs include the Friends of the Library's wine tasting fundraiser and a program from Connect for Health Colorado. Nancy also noted that both library's statistics reflect a big increase over the summer and into fall. Also of note is the plan to add a second circulation computer at the Old Rock

Library for the busy summer months. Nancy reported lots of programming enhanced the increase in patron numbers.

#### Old Business

Nancy summarized the lease/rent situation for the Old Rock building and the history of the discussion of the historic building. She also discussed her research on DoLA's Energy/Mineral Impact grant. We need to be "shovel ready" and have voter approval prior to submitting an application. We have much work to do before we are ready to pursue either voter approval or a DoLA Grant.

#### New Business

a. 2014 Budget questions were answered. A motion was made by Kathy Norgard to approve the 2014 budget. Sherryl Peterson seconded the motion to adopt this 2014 budget. The 2014 budget was adopted.

b. Van Tuyl Will Attorney Opinion- Bruce and Nancy discussed the need for a clear understanding regarding the Van Tuyl Will and Testament and the need for an official legal opinion as to the uses of the Van Tuyl monies and/or restrictions. It was noted that this legal opinion should be obtained from an impartial attorney. Bruce asked for a motion to start the legal process. Pat Lazerus made a motion to begin the process of the selection of an attorney with extensive estate and probate experience to render an official attorney opinion as to the intent of the will and the parameters therein. Rosalie seconded and the motion carried.

c. Cell Phone Use Policy-Nancy presented a draft staff cell phone use policy that gives staff boundaries for use of personal cell phones during staff library hours. A motion for approval of the Cell Phone Use Policy was made by Sherryl Peterson and seconded by Rosalie Ott. The motion carried.

d. Holiday Closures 2014- Nancy presented a list of the possible holiday closures for 2014. This was based on the previous year's list of 12 holidays which coincide with Gunnison County's holidays. Kathy Norgard made the motion to accept the holiday closure list. Rosalie Ott seconded and the motion passed.

An Executive Session was requested by Pat Lazerus for consideration of personnel issues. Sherryl Peterson made a motion to go into Executive Session, seconded by Rosalie Ott. Legal language was discussed and the Board went into executive session at 6:14 PM. The Board came out of executive session at 6:40 PM.

It was decided that the date for the next meeting would be decided by a polling of the members via email because of the holidays and various schedules.

With no further business, Sherryl Peterson made a motion that the meeting adjourn. Rosalie Ott seconded and the meeting was adjourned at 6:50 PM.