



**GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
DRAFT MINUTES OF MEETING
Monday, November 14, 2016
Gunnison Library**

The regular meeting of the Gunnison County Library District's Board of Trustees was called to order by President Bruce Bartleson at 4:03 p.m. Board members present were Andy Keck, Rosalie Ott, Bruce Bartleson, Jan Carroll, Sherryl Peterson and Larry Meredith. Acknowledgment of a Quorum was made. Also in attendance were Executive Director Nancy Trimm and Business/HR manager Amanda Brackett

The agenda was approved following a motion by Carroll, seconded by Ott.

Peterson moved to approve the minutes of the previous meeting as read. Carroll seconded and the motion passed.

There were no public comments.

Financial Reports

The October 2016 Financial Statement was presented and showed that the expenditure target for all elements of the District was 83.3% of the budget and that all of the budgeted areas were below the target in expenditures. Administration was at 81.7%, Crested Butte was at 74.3%, Gunnison Library at 74.9%, and CAFÉ at 74.4%. The District's Money Market Certificate with Gunnison Savings and Loan totaled \$105,036.09. The Money Market fund balance with Gunnison Bank and Trust was \$555,438.66.

Brackett reported that payment for 2017 insurance has been made (in 2016). Marmot membership fees have been completed for 2016. Courier costs will increase slightly in 2017 because Bob Puglisi, who regularly picked up materials from the Mt. Crested Butte drop will be leaving the Library District and moving to Santa Fe. The Courier will take on that responsibility at a cost of about \$10.00 per week.

CAFÉ salary costs will end early in December with the end of classes.

Keck moved approval of the financial statement report, Ott seconded and the motion passed.

New Business: Long Range Planning Committee Report

The Long Range Planning Committee members are Andy Keck, Bruce Bartleson, Donna Ford and Nancy Trimm. The committee met in November to formulate recommendations to the board on how to proceed. The committee ultimately issued a report, the opening paragraph of which reads: "After numerous community stakeholder interviews, research and discussion with City of Gunnison officials, the long-range planning committee proposes to the Gunnison County Library District Board of Trustees that the Library District pursue a downtown location for a new Gunnison Library."

Discussion followed concerning the support from the City of Gunnison indicated at the meeting, the fact that there appears to be potential locations for a downtown library and that there is enthusiasm among the committee members for a downtown location.

Following discussion Peterson moved that the Board approve the report and the recommendation from the long-range planning committee that the Board pursue a downtown location. Carroll seconded and the motion passed unanimously

Director's Report

Lisa Wishard, the new Crested Butte Branch Manager, is to begin work on Tuesday, November 15. Trimm will spend considerable time over the few weeks in Crested Butte with Wishard helping her get oriented to her new job.

Bob Puglisi has resigned from his position in CB effective at the end of November. He and wife Anita have sold their CB home and are moving to Santa Fe.

The annual staff performance evaluation process is ongoing. All staff members have completed self-evaluation forms and managers are providing feedback and comments on the employee's performance and will meet with individuals, Trimm and former CB Branch Manager Donovan to review the evaluation.

Trimm's written report noted statistics for visits to the libraries, circulation figures, programs, etc. She said the Gunnison library has a successful first Coffee with the Community in early November. To date, CAFÉ has applied for a total of \$18,200.00 from the Anschutz Family Foundation, Temple Hoyne Buell and City Gunnison to partially fund the children's and adult English programs, an additional \$10,000 is being sought from El Pomar and there are \$5,000 in proposals to the Community Foundation of Gunnison Valley and Friends of the Library in 2017.

Executive Session

Because it was time for the annual evaluation of the Director, including making salary adjustments, members went into Executive Session. President Bartleson made the following motion:

Pursuant to section 24-6-402(4) of the Colorado Revised Statutes, I move that this regular public meeting of the Board of the Gunnison County Library District adjourn and, upon affirmative vote of two-thirds of the members present, reconvene in executive session for the sole purpose of discussing personnel matters as authorized by Statutory Citation 24-6-402(4)(g).

Carroll seconded and the motion passed. President Bartleson made the following statement:

An executive session of the Board of the Gunnison County Library District is being convened at 4:50 p.m. on November 14, 2016, for the sole purpose of discussing personnel matters as authorized by statutory citation 24-6-402(4)(g). Attending are board members Bartleson, Ott, Carroll, Peterson, Keck and Meredith.

At 5:10 p.m. President Bartleson made the following statement:

An executive session of the Board of the Gunnison County Library District convened at 4:50 p.m. on November 14, 2016, for the sole purpose of discussing personnel matters as authorized by statutory citation 24-6-402(4)(g). Attending were board members Bartleson, Ott, Carroll, Keck, Peterson and Meredith.

During the executive session the board discussed personnel matters. The board did not engage in substantive discussion of any matter not enumerated in section 24-6-402(4), C.R.S. The board did not adopt any policy, position, resolution, rule, regulation or take any formal action. The executive session meeting was adjourned at 5:10 p.m. and we have reconvened in regular session.

Following the Executive session Trimm and Brackett rejoined the meeting. Meredith moved that the board approve and accept the board members' evaluations of the Executive Director. Ott seconded and the motion passed.

Peterson moved that the Executive Director's salary for 2017 be set at \$73,000. Ott seconded and the motion passed.

Members congratulated Trimm on her job performance during the past year.

The next board meeting, primarily to approve the 2017 budget, has been set for December 12 at 1:00 p.m. in Gunnison.

With no further business, Keck moved to adjourn, Ott seconded, and the meeting was adjourned at 5:20 p.m.

Respectfully Submitted by

Larry Meredith
Secretary