

Clear Creek County Library District Board of Trustees
MINUTES
7:00 p.m., Tuesday, April 14, 2015
@ Idaho Springs Public Library

I. Call to Order

The meeting was called to order by Marilyn Lunbery at 7:00 p.m.

Attending: Lee Ann Cox
Marianne Loritz
Kate Foy
Robert Loeffler
Victoria Colle
Marilyn Lunbery

Guests: Sue Lathrop, District Director
Donna Gee, Staff

II. Approval of Agenda

Lee Ann Cox made a motion to approve the April 14, 2015, agenda as presented. Marianne Loritz seconded the motion and the agenda were approved unanimously.

III. Approval of Minutes

Kate Foy made a motion to approve the March 10, 2015 minutes as presented. Lee Ann Cox seconded the motion and the minutes were approved unanimously.

IV. Audience Business

No audience was present.

V. Library Director Report – Sue Lathrop

District

- Changed the schedule so that all staff, except those with under 20 hours, are required to work shifts at both locations.
- We have been doing some online surveys and are doing some pretty awesome changes to our website. One of our databases is Freegal – we can now get 5 music downloads per week instead of 3 per person for the same price
- Almost finished filing for the erate – Georgetown and the District office are done, but because of how Comcast bills, it is a problem for the Idaho Springs application, as erate only wants to pay for one connection per building and Comcast is making us have two. Comcast has decided that they may be able to bill us as one entity now that the problem is known. We are waiting to hear back from the erate expert on what to do.
- The audit is turned in.
- Copiers are in and working at all locations.
- We will be able to move into the Archives on August 1. The board will have its August meeting there.

ISPL

- Had lots of fun programs, such as Big Hero 6 movie night and adult craft group.

Library Director Report – Sue Lathrop, Continued

JTML

- John is back from vacation. I'll be working on training John a little more thoroughly, as there have been some issues.
- Attendance continues to grow
- We are weeding in Georgetown and getting the usual kickback.
- The Design Review Commission in Georgetown met with John and a BAC member to discuss the library renovation and adding a second floor would be allowable.
- The building continues to fall apart with new leaks monthly, it seems.

VI. Financial Report

Vouchers

Comments included: the beach balls should be programs, CEBT charge for \$7,845.45 was for employee benefits, Comcast is for all buildings and the multiple Georgetown Trust payments were for the rent. Robert Loeffler made a motion to accept the vouchers as presented. Kate Foy seconded the motion and the vouchers were approved unanimously.

Budget Performance

No comments, questions or objections were made.

VII. Old Business

Foundation Policy

No old business was presented

VIII. New Business

Employee Benefits

A copy of the Annual Benefits Equation Table was provided in the Dropbox. Sue Lathrop reviewed the tabs in the document and noted that the individual employee and families are beginning to even out, which will increase the cost. The equation table is used to determine how much each employee contributes to his or her health benefits, based on number of hours worked and years of service. The board remains concerned that employees with families are given more benefits than those who do not have families. Two additional employees are approaching Medicare eligibility. The Board discussed that the ACA impacts are still unknown and that they may need to cap the amount paid by the Library for benefits. Sue will draw up options of how the employer contributions can be adjusted to make the system more fair. She will also research an optional match in the retirement plan for an additional 1% so that employees who want to save more for retirement can be encouraged to do so (currently for under 20 years 4%/4% and for over 20 years 6%/6%).

Strategic Plan

A draft of the updated Strategic Plan was provided in the Dropbox. Sue Lathrop noted that the major changes were to the goals and the plan was increased from two to four years. The Board will review the Strategic Plan and it will be tabled to a later meeting.

Landscape Committee

Sue Lathrop noted that Hoehn Architects was hired to assist with the ISPL Landscape project. At the last ISPL BAC meeting, three examples of plans were provided to the Board. Hoehn Architects will be consolidating the suggestions from the Board to provide an updated plan.

Other

No other new business was presented

IX. Adjournment

The meeting was adjourned at 7:48 pm.

**The next Board meeting is scheduled for May 12, 2015 at the John Tomay Memorial Library
No Board meeting will be held in June or July**