

Clear Creek County Library District Board of Trustees
MINUTES
6:00 p.m., Tuesday, June 14, 2016
Idaho Springs Public Library

I. Call to Order

The meeting was called to order by Lee Ann Cox at 6:00 p.m.

Attending: Kate Foy
Victoria Colle
Gwen Ellen Stephenson
Judy Caldwell
Elaine McWain
Lee Ann Cox

Guests: Sue Lathrop, Library Director
Donna Gee, Staff
Libby Caplan, Georgetown Branch Librarian

II. Approval of Agenda

Victoria Colle made a motion to approve the June 14, 2016, agenda as presented. Judy Caldwell seconded the motion and the agenda was approved unanimously.

III. Approval of Minutes

Judy Caldwell made a motion to approve the May 10, 2016, minutes as presented. Victoria Colle seconded the minutes were approved unanimously.

IV. Audience Business

No public comment/audience business was presented.

V. Old Business

No old business was presented

VII. New Business

Libby Caplan was introduced to the board and Libby provided her background, experience and goals. The board provided introductions for Libby.

No other new business was presented

VIII. Library Director Report

- There were changes in the wage laws.
- The MSEC report was compared with best practices and goals include working on the creation of a supervisor manual and working with the County for outsourcing Human Resources; there were no objections from the board.
- Working on a transparency policy to determine what documents should be posted on the website; there were no objections from the board.
- For the next meeting in August, the board should be reviewing the Dropbox for Bylaw changes and changes for employee benefits.
- An informal meeting of the archival committee was held and great ideas were shared and volunteers secured.
- Friends of the Library received \$2,500 for a series of summer concerts from the Georgetown Promotions Committee and will match \$2,500.

Library Director Report - Continued

- The staff retreat was a success.
- Summer Reading is off and running.
- There is a new app for the Library “FindItColorado”.
- Sue will be on vacation starting July 10.
- The Friends of the Library annual meeting is June 22nd.
- A potluck will be held in Georgetown to welcome Libby and her family.

IX. Financial Report

Vouchers

The vouchers were reviewed as presented. Comments included: \$5,000 to CCTS will be reimbursed by the State Historic Fund, MSEC was for the assessment which will come out of contingency, snow removal for John Tomay Memorial Library was for March & April, the staff development for Pattern research was for training and the water for Idaho Spring Public Library is for the staff room drinking water. No other comments, questions or objections were made. Judy Caldwell made a motion to approve the vouchers as presented. Kate Foy seconded the motion and the vouchers were approved unanimously

2016 Budget Performance

The Budget Performance was reviewed as presented and some line items were reviewed. It was noted there is \$2.1M in the bank and \$328,978 spent year to date. No other comments, questions or objections were made.

X. Adjournment

Kate Foy made a motion to adjourn the Library District Board of Trustees meeting to a work session for training, with Jacqueline Murphy, State Library Consultant at 6:28 pm.

No board meeting will be held in July, 2016.

**The next regular scheduled board meeting is August 9, 2016
at the Idaho Springs Public Library at 6:00 p.m.**