

Library Board Meeting November 11, 2019 – Minutes

Meeting called to order at 7:12

Call to Order: This is an open meeting of the Arapahoe Public Library Board. The Arapahoe Public Library Board abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is available at the library's front desk.

Roll Call – Benita, Connie, Kylea, Patrick

Connie is acting President.

Absent – Tyler and has also emailed Jennifer his resignation today

Also attending – Jennifer

Minutes and Approval

Approval of the Minutes from Oct Meeting

Minutes approved by Benita and Patrick second

Treasurer's Report

Accept Treasurer's Report for the Month of Oct

Benita approved and Patrick second

Old Business

Library staff/hours update

Jennifer from 1-3 and Sheryl from 3-6 on Wednesdays. This will make it so we are not closing Mondays. We may have to look at this again if the budget gets tight.

Jennifer can only work 32 hours a week at the Library. The city made her aware that she cannot go over 32 hours. Due to us have a governing board she doesn't do any evaluations with the city only through the board. If Jennifer were to be 40 hours a week this cost would have to be in the budget.

Library budget comment

Donna mentioned that if we are tight on the budget there is not another place the money will come from unless another place doesn't use all of their budget. So we need to be watching our budget.

Kylea approved the above and Benita second

Librarian's Report

Benita approved and Patrick second

New Business

Attending city meetings

Connie will go down and see some of the city minutes to have some idea of what has been discussed at the meetings in the past.

Jennifer said she needs to be on the agenda soon to talk to them about being getting another letter of intent from the mayor

Connie believes that we need to be attending city meetings. Kylea mentioned that it will be hard to attending. We discussed this being on your own time as we cannot always get. We all agree that it is very important to attend when Jennifer is attending. Jennifer will let us know when she's attending so we can also attend with her.

Writing thank-you's

Sending thank you's to people who volunteer (April & Star) as well those who are sending things for the library (such as Kitty Perkins foundation). Also sending a Thank you to rube. Consider giving a gift card to April and Star? \$20 each for April and Star for Cunningham – Jennifer will get this money to Connie.

Robert B Daugherty grant follow-up letter. What is the Plan B?

Plan B? We got a planning grant from them. We will do the gala... we will apply again. We will continue to fundraise and continue to seek other grants. Impact would be that the construction cost goes up.

Agenda Item

Review and adopt policy changes if needed

Reviewed with the board. Jennifer took down the finalized changes and will type these up. Jennifer will type the changes and then we will sign at the next meeting.

Donna McCoy – ask her to be the historian. Consider a certificate for the next meeting.

Set plans for employee and Board dinner

December 9th. We will meet there at 5:30pm.

We will meet at Cunningham to the wine tasting. We will add 10 to chamber bucks for Keziah since we will be going to Cunningham for this.

Chamber bucks purchase for staff

\$20 each to the staff. 6 total – do chamber bucks for all of these.

Public Comments (Time limit of 10 minutes)

Pheasants forever is the same night.

T-shirts – is this something we want to do for fundraising.

Business cards – is this something we need. Jennifer has some that she uses when she is out with the donor team. Otherwise it's written on the letter.

How many seats do we have left – Jennifer said we don't have many seats left!

Adjournment

Meeting adjourned at 9:50pm.