

**Ignacio Community Library Board of Trustees**  
**Minutes of Regular Meeting**  
February 21, 2018

**I. Call to Order**

Meeting called to order by Dayna Talamante-Montoya at 6:20 p.m.

**II. Roll Call**

Present: Dayna Talamante-Montoya, Lovvis Downs-Glass, Philip Meunier and Marcia Vining. Absent: Pearl Casias, Jaceson Cole (both excused).

Guest: Lucas Gass

**III. Approval of Agenda**

Lovvis moved to accept the agenda. Philip seconded. Motion carried.

**IV. Approval of Minutes**

Note: There was no January 2018 meeting

**A. Minutes of Dec. 7, 2017 Regular Board Meeting**

Philip moved to accept the 12/7/17 minutes as written. Dayna seconded. Approved.

**B. Minutes of December 27, 2017 Special Board Meeting**

Lovvis moved to approve the 12/27/17 minutes as amended. Philip seconded. Approved.

**V. Public Input--None**

**VI. Unfinished Business**

**A. Auditors**

Lovvis asked if anyone had met with the auditors. Marcia, Selina and Lovvis have met with them. None of the other Board member have done so.

**B. Solar Grant**

Lovvis inquired about the status of the solar grant application. Marcia learned that the ICL District is too small to meet application requirements.

**C. Staffing**

Dayna asked about Virginia's hours. Marcia has not yet pursued this topic, but plans to soon.

#### **D. Snow Removal**

Lovvis inquired about snow removal. Marcia replied that the agreement with the Town of Ignacio is still in place.

### **VII. New Business**

#### **A. Election of Officers**

Philip nominated Dayna Talamante-Montoya to be Chairperson. Lovvis seconded. Approved.

Lovvis nominated Philip Meunier to be Vice President, Dayna seconded. Approved.

Dayna nominated Lovvis Downs-Glass to be Treasurer. Philip seconded. Approved.

Lovvis nominated Jaceson Cole to be Secretary. Dayna seconded. Approved.

#### **B. Determination of Meeting Dates**

Philip moved to hold the regular Board meetings on the third Wednesday of each month at 6:15.

Lovvis seconded. Motion carried.

#### **C. Determination of Meeting Notice Locations**

Philip moved to post Board meeting notices as follows: ICL website, ICL building, Farmers Fresh Market, and Ignacio Post Office. Lovvis seconded. Approved.

#### **D. Lucas Gass--Tuition Repayment**

Lucas Gass joined the meeting. Lucas has taken employment elsewhere. The total tuition reimbursement he still owes to ICL on the contract he signed is \$8,058. Lucas proposed that the amount owed be reduced in trade for continuation of some of his services to the Library.

Lovvis inquired about how many hours of service Lucas would be able to provide. He replied 2-3 hours per month for up to 18 months.

Lucas was an ICL full-time employee through February 5, 2018. He stated that he will pay one-half of the remaining tuition reimbursement balance if his proposal is approved.

During a discussion of this proposal in Lucas's presence, Lovvis proposed that he pay back the full amount owed, then be put on a work contract at a competitive rate. Philip was inclined to accept the proposal Lucas has offered. The Members decided to discuss this issue further later in the meeting and thanked Lucas for his service. Lucas left the meeting.

### **E. Keena Kimmel--Employment Options**

Keena Kimmel sent a letter to ICL proposing a plan to hold her staff place at the Library with an internship offered to a third party. While she likes the idea of an internship, Marcia is concerned that the proposal interferes with guaranteeing staff back-up. The Members discussed Keena's proposal.

Lovvis moved to deny Keena's proposal regarding future employment. Dayna seconded. Motion carried.

Dayna noted that Keena is a valued employee and is welcome to return to work at the Library when ready to return, and if a position is available at that time.

The Members then returned to the discussion of Lucas Gass's proposal (VII., Section D, above). Lovvis moved to deny Lucas Gass's Tuition Repayment Proposal. Dayna seconded. Motion carried on a 2-1 vote, with Philip opposed.

### **VIII. Director's Report--Marcia Vining**

Copies of the Director's Reports for December 2017 and February 2018 are on the Members' laptops.

Regarding the auditors, Lovvis met with Douglas from Frederick Zink & Associates over an issue raised by a member of the firm with an ICL staff member. Lovvis also informed the auditors that the Board needs copies of the Auditor's Reports for Board member review at least two weeks before the May meeting.

Marcia reported that the three new employees are doing well.

The Blessing of ICL by Eddie Box, Jr. and his wife, Betty, took place on 1/27/18. Philip inquired about possibly getting a Catholic blessing, as well. Dayna will investigate this idea.

The Board discussed the building's restroom issues. Most have been resolved. Town water pressure remains a problem.

Dayna noted that staff members helped with the school district's Science Fair. She would like the staff to also help with History Day in the future.

Marcia reported that Family Literacy Night went well and that there will be more of these events.

The Patron Count dropped in January from last year's numbers. Philip wondered if there is a reason. Marcia will look back at November/December counts to see how they compare. Marcia added that the Patrons with a Card count has increased.

## **IX. Treasurer's Report--Lovvis Downs Glass**

As of January 31, 2018, all accounts combined totaled \$2,044,857.36.

Lovvis noted that the salary budget should benefit due to the loss of some employees with seniority.

Philip complimented Lovvis and Marcia for their work on remaining within the limits of the 2017 Budget.

Philip moved to accept the Treasurer's Report. Dayna seconded. Motion carried.

## **X. Open Discussion**

Marcia shared Thank You notes received by the Library.

Riders of the West exhibit is opening this Friday at the Ute Museum.

Philip encouraged everyone to listen to Voices of Ignacio on the Library's website.

Marcia reported that a patron called and made a \$1,000 anonymous donation to the Library. The patron hopes that half of the amount will be spent for Elmer Kelton and John Erickson books, and the other half be used for MakerSpace.

Marcia stated that she may want to participate in Leadership Institute. Support would be needed from the Board for fees and training time off. She will investigate the details and report back to the Board.

Marcia feels that it's time for the Board to write an updated letter to explain ICL's monetary reserves and plans. This is needed for grant applications.

Marcia noted that the Friends now have \$12,000 and the next fundraiser is June 9th.

Claudia informed the Members about the Durango Film Festival, which will run from February 28-March 4. The film festival Reel Learning Program will screen for Ignacio schools at the Performing Arts Center on March 2nd between 9:00-2:30.

## **XI. Adjournment**

Philip moved, and Lovvis seconded, to adjourn. Meeting adjourned at 9:00 p.m.

The next Board meeting is scheduled for Wednesday, March 21, 2018, at 6:15 p.m.

Claudia Foley submits the minutes to the Board of Trustees for approval.