

Ignacio Community Library Board of Trustees
Minutes of Regular Meeting
February 20, 2019

I. Call to Order

Meeting called to order by Dayna Talamante-Montoya at 6:19 p.m.

II. Roll Call

Present: Dayna Talamante-Montoya, Lovvis Downs-Glass, Clark Craig, JoAnn Sloan, Jennifer Basa and Marcia Vining.

Absent (excused): Pearl Casias

III. Approval of Agenda

Clark requested that the board amend the order of the agenda to reverse New Business and Old Business so that new trustee introductions could be at the beginning of the meeting.

Clark moved to approve the agenda as amended; Lovvis seconded. Approved.

IV. Approval of December 2018 Minutes

Clark moved to approve the December minutes, as amended. Lovvis seconded. Approved.

V. Public Input-- None

VI. New Business

A. Trustees introduced themselves. Two new trustees, JoAnn Sloan and Jennifer Basa were present for their first meeting.

B. Resolution for Posting of 2019 ICL Board Meetings

Clark moved to retain meeting posting places at the Ignacio Post Office, Farmer's Fresh Grocery Store, the Library and on the ICL website. Lovvis seconded. Approved.

C. Clark moved that all current officers retain positions held in 2018 for 2019. Jennifer seconded. Motion approved. Officers: Dayna Talamante-Montoya, Chair; Clark Craig, Vice-Chair, Lovvis Downs-Glass, Treasurer; Pearl Casias, Secretary.

VII. Old Business

A. Insurance Coverage: Marcia requested that the board increase the Library's contribution for Health Insurance coverage for full time employees. Discussion followed, regarding budget implications and impact for the new trustees. Clark moved to increase the Library's contribution for health insurance for each full-time staff person by \$100, increasing from \$400 to \$500 per month. Lovvis seconded. Approved

B. Adult Services Job Description: Marcia presented a new job description for the position of Adult Services Specialist. She also presented comparable job descriptions from both Pine River Library in Bayfield and Ruby Sisson Library in Pagosa Springs. Clark complimented Marcia on management of staffing over the last year. Discussion followed, regarding job titles, employee retention and the salary range of the position. Lovvis moved to accept the Adult Services Specialist job description. JoAnn seconded. Approved.

VIII. Treasurer's Report--Lovvis Downs-Glass

A. Board members discussed the accounts the library currently has with TBK (formerly First National Bank of Durango). The possibility of moving these funds was discussed. More research needs to be done and Lovvis and Marcia will research other options, specifically Alpine Bank and First Southwest Bank. Clark and Lovvis both affirmed the importance of diversifying where we deposit library funds.

A correction is needed on the newly formatted Expense Report, adding the word *actual* to the headings. Clark pointed out an incorrect amount in the budget column and asked Marcia to check that Selina has the correct budget as sent to the State.

Clark moved to approve the Treasure's Report. Dayna seconded. Approved.

IX. Open Discussion

- A. Members discussed the cost of snow removal. Marcia stated that Virginia has done an excellent job of keeping sidewalks cleared of snow and ice. The Tate brothers were hired once so far to help clear the snow in the parking lot. They will also be doing snow removal again for the current storm.
- B. Dayna offered to facilitate QPR (Question, Persuade, Refer) suicide prevention training for the Library staff as well as others we might choose to invite. Marcia tentatively scheduled this for April's staff meeting.
- C. Marcia shared concerns about library closings based on the area school closings. Board members offered support for Marcia's discretion on when to close the library, with safety of staff and patrons being paramount.

X. Adjournment

Lovvis moved; Jennifer seconded, to adjourn. Meeting adjourned at 8:06 p.m.

Marcia Vining submits the minutes to the Board of Trustees for approval.