

Ignacio Community Library Board of Trustees
Minutes of Regular Meeting
March 4, 2020

I. Call to Order

Meeting called to order by Clark Craig at 6:20 p.m.

II. Roll Call

Present: Marcia Vining, Lovvis Downs-Glass, Pearl Casillas, Clark Craig, Jennifer Basa,
Dayna Talamante-Montoya arrived at 6:27

Absent: JoAnn Sloan (excused)

Guests: Matt Littleton (Board Candidate), Tuggy Dunton (Secretary Pro Tem)

III. Approval of Agenda

Clark suggested amending the agenda so introductions of Board Members was the first item. Pearl moved to amend the agenda as stated; Jennifer seconded the motion. Motion carried.

IV. Introduction of Board Members

Clark asked Matt to introduce himself first, then each board member would introduce themselves as well. Matt stated that he has been a community member since 2001. He has home schooled his children since 2006; the library is a valuable resource and he wanted to support that resource. Marcia explained that Matt has not been approved as a Board Member yet because he was not on the LPBCC agenda; he will be on the agenda in March and should be approved then.

Jennifer stated that she moved here end of 2017; works with horses, committed to Board because of positive interactions with the community.

Lovvis stated that she has been in the community since 1973, has a small farm here, and is the Treasurer for the Library Board.

Pearl – SU Tribal Member; here majority of her life. Avid reader, so wanted to support the library. Was a judge for 12 years; tribal council for 10 years. Retired to care for her husband. First female to be elected as Tribal Chairman. 3 children, 6 grandchildren, 2 great-grandchildren. Clark – Sharon & I moved back to Ignacio 3 years ago and bought Meadowbrook. We have 3 amazing girls; youngest solidified reading skills by 3 years of age and would read to her Kindergarten class. Children in Mobile Home Park need positive input and the library provides that positive input and guidance.

Dayna – grew up in Ignacio; is a counselor at the Middle School; will be principal next year. She has 2 kids and wanted to join the library board because of that. Without reading, kids don't understand math concepts either. Wants to make a difference in the community. El Dorado has been a family restaurant for 50 years.

V. Approval of Minutes

November 2019 Minutes

Lovvis has two suggestions. It should read “there was not a regular October Board Meeting...” Also, under Number 9 (Treasurer’s Report), it should say that “Joann made the motion to move the money...”

Clark moved to approve the minutes with the stated changes; Lovvis seconded the motion. Motion carried.

VI. Public Input

None

VII. Unfinished Business

None

VIII. New Business

A. Election of Officers

Marcia explained that at the first meeting of the year, officers are elected.

Lovvis is willing to stay on as Treasurer; Clark is willing to stay on as Vice-Chair; Dayna is willing to stay on as Chair; Pearl is willing to stay on as Secretary.

Clark moved to have the four positions remain as described above; Jennifer seconded the motion. Motion passed.

B. Resolution on New York Life Annuity and moving funds to COLOTrust

Marcia stated that Betty and Ann need to sign because they were original signers.

Clark moved to accept Resolution 2020-01, A Resolution Authorizing Ignacio Community Library District to redeem the New York Life Annuity and Transfer the Resulting Funds; Pearl seconded the motion. Motion carried. The resolution was then signed by the Chairman of the Board and the Treasurer.

C. Introduction of new staff member: Deanna Trujillo

Joined library Feb 13; has taken over youth services position. Finishing at Fort Lewis College. Deanna stated that she grew up here; lived in Washington for about 6 years and came back to finish her degree in English with a History minor. First story time today; hung out with teens at the Teen Café. Already been to Middle School to introduce herself. Will graduate in May.

D. Review of Youth Services Specialist job description in regard to change to full time; currently 24-32 hours per week. Would go full-time in May; after 90 days, she will be eligible for benefits. Adds to budget for half the year. Salary would be less than previous employee.

Clark moved to amend the job description of Youth Services Specialist to be a full-time position; Lovvis seconded. Motion passed.

IX. Director's Report

Shade structure: posts are in; Cody will finish job in Durango next week, so the shade structure will begin the following week. Structure will not be order until the posts are in.

The person currently contracted to do the sign had computer issues and lost some design stuff; hasn't gotten the design re-created or submitted. Clark suggested investigating other options; the Board concurred. Marcia will follow through with this.

LPEA Grant – picked up magnetic kits. Have begun posting new events on scrolling banner on website.

Computer space – Carpet issues in teen area and want to replace that carpet; suggestion from staff to move the teens into the kid area. Marcia liked that suggestion; thought of moving adult computers upstairs. Can do 6-8 computer stations upstairs. Marcia would like to start with a staff brainstorm session and cleaning day on last Friday in April, then do that with public to get input, and then rethink the use of our space in 2021.

Lovvis suggested enclosing the patio and expanding the downstairs. Perhaps expand the adult reading area.

Carpet tiles to replace sections of the carpet that are high-traffic areas that have worn down.

Dayna suggested visiting other libraries to see what their spaces look like. Library tour. Get teenage input as well.

Pearl asked if the colors of the carpet tiles could contrast current colors. Marcia said she thought they could find something that is complementary to current ones.

Lovvis suggested the enclosed patio be used for the adult computer area. Marcia stated that these are all good ideas and are currently just ideas. She feels like all the changes need to be made at once.

Clark went to a modular furniture company – tree house model. He suggested maybe getting it done by August is an option rather than waiting until 2021.

More space for books, in all their forms.

Marcia summarized the discussion and asked for clarification.

- She asked if it was okay to close all day on the last Friday in April for brainstorming and cleaning. The board approved.
- Budget: this was not planned for in the budget; is there money available for wall units? What can the building money be used for? The Board concurred that the building money would be available for any and all improvements on the current building.
- Considering adding floor space upstairs; glass walls would be extended to be full length glass.
- Clark suggested that Marcia reach out to architect and ask what it would cost to put sketches on a piece of paper; bring those estimates to the Board for review and approval.

X. Financial Report

Michael will do audit. Don't have balance in checking account yet. Final amount of NY annuity surrender value should be \$223,000.

Review of 2019 Financials: Checking account at \$180,432.15; balance sheet shows annuity \$214,000, but it matured at \$223,000+ in November. Under budget and over revenue. Property taxes and donations were down; additional PILT; specific ownership was way up. No questions on payroll or transactions by account.

2020 Financials: ColoTrust building fund; regular \$1,540,811.08. First National is zeroed out. Marcia will get with Selina and will send out updated financials. Expense report looks good. Clark stated that the narrative was good. Balance sheet will be at next meeting.

Clark moved to accept the financial report with the changes that Lovvis reviewed; Pearl seconded. Motion carried.

XI. Open Discussion

Marcia: Bruce LeClair approached Marcia to be on the B&G Club Board; wants input from Board. She feels cautious about it, hesitant. Jennifer commented that “Maybe that’s your answer; go with your gut.” Dayna commented that we cannot always say yes, even though we want to be involved and have the impact. Board concurred.

Clark mentioned the Maker’s Space; now at second floor of Main Mall. Bruce’s son was part of the presentation at the open house last week. He suggested going to taking a look at that space.

XII. Adjournment

Clark moved to adjourn the meeting at 7:40 p.m.; Lovvis seconded the motion. Motion carried.

Next meeting will be on April 15 at 6:15 p.m.



The Ignacio Community Library is a center that brings people and ideas together for learning and personal growth.