

**Ignacio Community Library Board of Trustees
Minutes of Regular Meeting (Via ZOOM)
June 9, 2021**

I. Call to Order

Meeting called to order by Dayne Talamante-Montoya at 3:03 p.m.

II. Roll Call

Present: Dayna Talamante-Montoya, Clark Craig, Lovvis Downs-Glass, Jennifer Basa, JoAnn Sloan, Leila Baker (joined meeting at 3:36) and Marcia Vining
Absent: Matt Littleton

III. Approval of Agenda

Clark moved to approve the agenda. JoAnn seconded. Votes: 5 for, 0 opposed. Motion carried unanimously.

IV. Approval of Minutes of March 17, 2021

Clark moved to approve the March minutes. Jennifer seconded. Votes: 5 for, 0 opposed. Approved unanimously.

Note: April and May meetings were not held due to failure to achieve the attendance quorum in those months.

V. Public Input--None

VI. Unfinished Business--None

VII. New Business

A. Meeting Room Policy 2021

Members discussed the draft presented by Marcia. Clark had questions about the Deposit process and the amount to be charged, to which Marcia responded. The Members discussed increasing the proposed \$25 deposit fee to another amount. Clark suggested tiering the fee by increasing it to \$50 for this year and then gradually increasing it each year following. Lovvis proposed the deposit be higher for groups that use the Library's technical equipment over and above use of the room. It was agreed that a \$50 deposit would be collected for basic use of the room; \$100 for use of the room + use of the Library's audio/visual equipment. \$0 fees are charged for use of the room above the deposit, which would be refunded if the room's condition is left as it was found when the user arrived. Use of the room is not allowed for events such as private birthday parties.

Marcia asked for the Members' opinion regarding opening use to for-profit entities. The consensus is to not allow for-profit entities to use the meeting room.

Clark moved to accept Meeting Room Policy 2021 with the edits as discussed. Jennifer seconded. Votes: 4 for, 0 opposed. (Lovvis was briefly away from the meeting and did not vote.) Motion carried unanimously.

B. Sign Policy & Charges--Discussion only

Members discussed this item. There are concerns that the sign could become a mostly-Community used information board rather than an Ignacio Community Library sign. The Members concurred that the sign should have a primary Library focus with limited Community use, e.g., possibly 1:5 ratio of Community to Library usage.

(New member Leila Baker joined the meeting at this time. Dayna introduced her to those present. The Members welcomed Leila to Board membership.)

The Board continued the sign usage discussion. Clark proposed that Marcia develop a list of Community Agencies and a Joint Organizations/Network list for Library use in selection of appropriate sign users. ICL and community events would be posted.

Based on this discussion, Marcia will put together a draft of the Sign Policy for the Board's perusal at the July meeting.

VIII. Director's Report--Marcia Vining

The Director's Report is located on the Members' laptops.

The person Marcia hired for the Youth Services position was unable to fulfill the required duties. Therefore, that position is open and the Library is searching for a replacement.

A lot of people have signed up for the Summer Reading Program, and the Adult Summer Reading Program is currently being promoted.

This Friday night, June 11, at 5:30, the Library will have the first event of the Summer Music Series. In addition to music, there will be some food trucks. The Friends of the Library will have a booth set up for a book sale.

Marcia shared a photo of someone's Tesla with a trailer parked with the vehicle plugged into the Library's EV charging station.

IX. Treasurer's Report--Lovvis Downs Glass

Expense Report through May 31st--Lovvis noted that the Library will start seeing the rest of the Property Tax Revenue in July.

Clark inquired about large once-yearly expenses that are coming up. Marcia replied that only some computer software charges remain.

Regarding Capital Improvement--Some work on the grounds and concrete barriers in the parking lot. Otherwise, there are no major expenses.

In regard to the Balance Sheet, Marcia noted that the COTrust interest is not shown, and that it wasn't much. Lovvis suggested rethinking the COTrust investment and the possibility of changing it to an account that earns more interest, such as a PDPA account.

Profit and Loss Statement--There is Net Income of \$251,793.74 for the first five months of the year.

Payroll Report and Transaction Report--There were no questions.

Clark moved to accept the Treasurer's Report as Lovvis presented it. Jennifer seconded. Votes: 6 for, 0 opposed. Motion carried unanimously.

X. Open Discussion

Leila shared more information about herself. The Members and Claudia introduced themselves to Leila.

The Members reached a consensus to return to in-person regular Board meetings on the third Wednesday of each month at 6:00 p.m., starting in July.

XI. Adjournment

Jennifer moved to adjourn. Lovvis seconded. Votes: 6 for, 0 opposed. Unanimously approved. The meeting adjourned at 4:20 p.m.

The next ICL Library Board meeting is scheduled for July 21, 2021, at 6:00 p.m.

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