

**Ignacio Community Library Board of Trustees
Minutes of Regular Meeting (Via ZOOM)
March 17, 2021**

I. Call to Order

Meeting called to order by Clark Craig at 6:10 p.m.

II. Roll Call

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

Absence Excused: Dayna Talamante-Montoya

Absent: Matt Littleton

III. Approval of Agenda

Lovvis moved to approve the agenda. JoAnn seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

IV. Approval of Minutes of February 17, 2021

JoAnn moved to approve the February minutes. Lovvis seconded. Votes: 4 for, 0 opposed. Approved unanimously.

V. Public Input--None

VI. Unfinished Business

A. Policy Review

1. Final Employee Manual Review

Members discussed punctuation edits and possible Jury Duty policy changes. It was decided not to make any policy changes.

JoAnn moved to approve the Final Employee Manual with the edits discussed. Jennifer seconded. Motion carried unanimously. Votes: 4 for, 0 opposed.

2. Colorado Open Records Act Policy (CORA)

JoAnn moved to accept the CORA Policy as written. Jennifer seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

3. CBI Policy (CHRI Policy)

Marcia noted this should be titled CHRI Policy (criminal history) and must be included to define the Library's employee background check requirement per State regulations. JoAnn moved to accept the CHRI Policy. Lovvis seconded. Votes 4 for, 0 opposed. Motion carried unanimously.

VII. New Business

A. Audit Exemption Request Review

Marcia reported that she spoke with Michael Branch about needed corrections and changes to the Audit Exemption Request. In regard to Members' questions about signatures, Marcia noted that a majority of the Members need to sign the resolution and that it must be filed by March 31st.

Lovvis moved to accept RESOLUTION FOR EXEMPTION FROM AUDIT, NO. 2021-01. Jennifer seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

VIII. Director's Report--Marcia Vining

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

Marcia reminded the Members to continue to participate in the United for Libraries Pilot Program.

Lovvis stated that she had missed a virtual event. Marcia replied that it could still be found on Niche Academy on the ICL website. She explained how Members and patrons may easily access that online resource on the right side of the main page.

Lovvis inquired about the EV charging station. Marcia responded that there is now a user fee for vehicle charging and that it has been utilized a few times.

ICL has received six hotspots from CLiC that are paid through June 2022. The Members recommended that the Library check them out for one month at a time, so that one person doesn't use up all the high speed and then return them. It was noted that the hotspots only work where there is decent cell service.

IX. Treasurer's Report--Lovvis Downs Glass

Lovvis asked for questions or comments from Members. Clark commented that ICL is in great shape for the second month of the year. Lovvis noted that the first half of Property Tax Revenues were due the first of March, full payments are due the end of April, and the last half, for those who pay by that method, are due June 15th.

JoAnn moved to accept the Treasurer's Report. Jennifer seconded. Votes: 4 for, 0 opposed. Motion accepted with unanimous approval.

X. Open Discussion

Members complimented Marcia on her continued good work.

XI. Adjournment

Lovvis moved to adjourn. Jennifer seconded. Hearing no objections, Clark declared the meeting adjourned at 6:48 p.m.

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

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