

**Ignacio Community Library Board of Trustees
Minutes of Regular Meeting
June 15, 2022**

I. Call to Order

Meeting called to order by Clark Craig at 6:00 p.m.

II. Roll Call

Present: Clark Craig, Lovvis Downs-Glass, Leila Baker, Dayna Talamante-Montoya, JoAnn Sloan (arrived 6:05) and Marcia Vining.
Absent: Jennifer Basa

III. Approval of Agenda

Leila moved to approve the agenda with the meeting date correction. Dayna seconded.
Votes: 4 for, 0 opposed. Motion carried unanimously.

IV. Approval of May Minutes

Lovvis moved to approve the May minutes. Dayna and Leila seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

V. Public Input–None

VI. Unfinished Business

A. Employee Handbook Update

Page # 17–Sexual Assault Prevention: Changes were discussed about this policy, along with some corrections to names and spacing. Dayna moved to approve the policy as edited, along with the other proposed edits and changes to the Employee Handbook. Lovvis seconded. Votes: 5 for, 0 opposed. Motion carried unanimously.

VII. New Business

A. Google Drive–Board Packets and Information

Will be discussed in further detail at the next meeting.

B. LPEA Charging Station–Financial Update

Marcia reported that the total cost in 2022 was \$11.54, with revenue to the Library of \$9.24. The \$11.54 charges were generated by 19 charging sessions, with 15 individuals

using the station. One price default is being used, which is about 12 cents per hour. Marcia stated that some options the Library could consider are (1) ICL could raise the default (2) ICL could solicit donors. The Members discussed these options and other ideas. Marcia agreed with Clark that Ron could add more information about the charges and funds before the Board makes any decision on this matter.

C. COLO Trust–Update on Assets and Interest

Clark reported that Interest is looking better. Lovvis noted that some loss was due to the use of funds before the rest of this year's tax revenues were received. Marcia noted that ICL also had an Unrealized Loss.

D. Credit Card Reports–Update from Lovvis

Lovvis now has reports through May. Marcia stated there will be monthly reports moving forward.

VIII. Director's Report--Marcia Vining

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

Lovvis said that the "We Are Water 2022" interactive exhibit possibility looks interesting. Marcia replied ICL is applying to be involved with having it displayed. She has not yet heard back on a decision.

Lovvis was surprised about the cost of the electric door motor.

IX. Treasurer's Report--Lovvis Downs Glass

Expense Report–Property Tax should have another big influx soon. Expenses are a little bit high.

Profit and Loss Statement–Is balanced to the Expense Report.

Total Income is \$197,148.28
Total Expenses \$214,123.36

Net Income -\$24,681.18

Payroll–No questions

Regarding Staff: Marcia noted Patrick has been hired by the Bayfield School District, but will still teach computer classes at the Library. Helen Rodstrom will be at the Library on a flexible schedule.

Transaction Report–No questions

Balance Sheet–Lovvis was surprised about the amount of interest earned.

Current Balance on All Accounts is \$2,003,670.33

Dayna moved to accept the Treasurer's Report, JoAnn and Leila seconded. Votes: 5 for, 0 opposed. Motion carried unanimously.

X. Open Discussion

JoAnn asked if the interest rate increase would help the Library. Clark said it is hard to tell at this point in time.

Regarding the recent State Library Director Meeting: Marcia said ICL has been ahead of many other libraries in the state, including some metropolitan libraries, on programs such as the Maker Lab.

Clark noted that the upcoming Green Chile Festival and the Secret Circus Society are events sponsored by the Town of Ignacio.

Clark also said Trevor Bird from Harley Davidson of Durango spoke with the Chamber about events they have planned.

San Ignacio Days will be sponsored by the Creative Arts District. Marcia reported that ICL will have the final Summer Reading Program at the park after the parade.

Dayna asked Marcia to note that August 19th is the Back to School Bash. She added that New Staff Orientation will be August 12th, and all school staff will return on August 15th. Marcia said the Library will work on activities that will help familiarize teachers with ICL.

XI. Adjournment

Dayna moved, Leila seconded, to adjourn. Hearing no objections, Clark declared the meeting adjourned at 6:51 p.m.

The next ICL Library Board meeting is scheduled for July 20, 2022, at 6:00 p.m.

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