

**Ignacio Community Library Board of Trustees**  
**Minutes of Regular Meeting**  
**November 16, 2022**

**I. Call to Order**

Meeting called to order by Clark Craig at 6:02 p.m.

**II. Roll Call**

Present: Clark Craig, Dayna Talamante-Montoya, Lovvis Downs-Glass, Leila Baker, Bryan Bagdol (arrived at 6:08) and Marcia Vining.

Absent Excused: JoAnn Sloan

Absent: Jennifer Basa

**III. Approval of Agenda**

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

**IV. Approval of October Minutes**

Seeing only one member here at this time who was present at the October meeting, a motion was made by Lovvis to table approval of the minutes to the next meeting. Leila seconded. Votes: 4 for, 0 opposed. Motion carried.

**V. Public Input–None**

**VI. Unfinished Business**

**A. FAMLI**

Marcia reported that ICL can opt in or out of participation. If the Library opts out, Staff members who choose to opt in need to pay .45% of their salary directly, or the Library pays administration fees. The Members discussed this topic. If ICL opts in for all the Staff, the Library would pay \$1,500 a year. If the Library opts out this year and waits to opt in next year, it must make a three year participation commitment at that time. Lovvis moved that ICL opt out of FAMLI for 2023. Dayna seconded. Clark offered more discussion time. Hearing no takers, he requested a Roll Call vote. Clark Y; Dayna Y; Lovvis Y; Leila Y; Bryan Y. Votes 4 for, 0 opposed. Motion carried unanimously.

Dayna moved that ICL should manage the administration of FAMLI fees for Staff who wish to participate. Leila seconded. Roll Call vote: Clark Y; Dayna Y; Leila Y; Bryan Y. Votes: 4 for, 0 opposed. Motion carried unanimously.

## **VII. New Business**

### **A. 2023 Budget Draft: Public Comment and Board Discussion**

Clark opened the floor for Public Comment at 6:15—None made. Floor closed at 6:15.

Members looked at and discussed the proposed 2023 Budget.

Marcia noted that the Library is working on getting numbers for LED lights and that she spoke with Jared Lyons regarding vehicle insurance for the Bookmobile. These items may require Budget adjustments.

Clark spoke about Library Reserves and inquired about carrying forward any Capital Reserves. Lovvis said the Reserves should be kept the same at \$762,800.

### **B. Staff Bonuses**

Lovvis moved to give Staff Bonuses with the same calibrations as in 2021. Those would be as follows, based on length of employment:

5+ years \$150  
2-5 years 100  
Up to 2 years 75

Dayna 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 invited Board members to the Staff Breakfast on December 9th at 8:30, at Sky Ute Casino. She will arrange a meeting room and food for this event.

Marcia noted the Stuffie Sleepover will be on December 21st.

Taste of Christmas—Friday, December 2nd. ICL will do parade management (signing in and parade order will be done by Marcia, Dixie and Ron). Dayna offered support. The Library will fill and hand out swag bags. The parade's official start is at 5:30. Clark offered further details: The town will have a decorated Christmas tree auction. The money will go to the Music Program. Santa will fly in via helicopter and ride a fire truck at the end of the parade. Fourteen vendors have already signed up to be at El Hi. To register and sign up, see [icd.com](http://icd.com).

## **IX. Treasurer's Report--Lovvis Downs-Glass**

Credit Card Reports--No questions.

Expense Report--The bottom line is that ICL has not overspent this year.

Marcia noted that the money has come in from Community Foundation of SW Colorado and will go to Programs. \$10,000 from the Friends will also go to Programs.

As of October 31st, Revenue and Expenses had exceeded expectations by about \$300. Interest amount is encouraging, too.

Leave Report--Employees are encouraged to use their acquired leave time.

Profit and Loss Statement--Looks fine.

Payroll Statement--No questions.

Transaction Statement--Marcia noted that ICL lost the company that supplied periodicals. The Library is currently using individual subscriptions, which appears to be reasonable expense-wise.

Clark asked about the Voids--Marcia will check with Selina.

B & M Services--Parking lot resurfacing and painting.

Balance Sheet is OK.

Dayna moved to accept the Treasurer's Report. Leila seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

## **X. Open Discussion**

The next meeting will be on December 14, 2022, at 6:00 p.m., in order to approve the final budget before the December 15th deadline.

The next regular Board meeting will be February 15, 2023, at 6 p.m.

The Mystery Dinner will be on February 14, 2023.

Clark mentioned that an acquaintance suggested that Ignacio have a "Slowdown" in response to the Durango Snowdown.

Clark noted that November 29th at 1:00 is the next planning meeting for Taste of Christmas.

There will be a Meet & Greet for the Ignacio Creative District on 11/18 at 7:00 p.m.

KSUT has new facilities. Dayna had students there today.

Dayna mentioned that Clark and Leila both attended the Honor Roll Breakfast at Ignacio Middle School. One third of IMS students made the Honor Roll this term (3.5+ GPA).

## **XI. Adjournment**

Dayna moved and seconded to adjourn. Votes: 4 for, 0 opposed. The meeting adjourned at 6:59 p.m.

The next ICL Library Board meeting is scheduled for December 14, 2022, at 6:00 p.m., to finalize and approve the 2023 Budget.

Claudia Foley submits the minutes to the Board of Trustees for approval. 4