

Pine River Public Library District Board of Trustees

Minutes: May 17, 2023
6:15 PM Board Meeting

Call to order: 6:21 PM

- A. Roll Call: Lisa Isenberg, Garry Hillyer, Gail Robel, Barb Wickman, Ann McCoy, Vaughn Morris, Lisa Sifrit, Brenda Marshall, Darcy Poletti
- B. Additions or deletions to Agenda: None

Old Business:

- A. Minutes of March meeting (Please sign) No meeting in April
 - a. Garry motions to approve, seconded by Vaughn, all in favor.
- B. Treasurer's Report
 - a. Barb motions to approve seconded by Gail, all in favor.
- C. Review of parking lot repair quotes
 - a. Received new quotes this spring.
 - i. One quote for basic repair, one included additional maintenance steps.
 - b. Brenda suggests moving more money into the maintenance budget upon budget review in July to cover the more comprehensive repair.
- D. Review of EV charger proposal
 - a. Based on the quotes from the installation company, the cost to the library would still be very high even after grant/rebates are taken into account.
 - b. We will wait and review in a few years when the technology may be more affordable and reliable.

New Business:

- A. Public Comment: None
- B. Director's Report – Brenda
 - a. Shade structure is being installed again.
 - b. Friends of the Library received \$2,500 from the Community Foundation from the Durango Wine Experience fundraiser.
- C. First review of Overdue, Lost, or Damaged Materials Policy
 - a. Clarify item types, add headings, simplify collection process, clarify cleaning fees
- D. CDPHE air quality review
 - a. The library scored fairly well after the monitoring period.
 - b. They did find one of our exhaust fans isn't working- we will follow up.
 - c. They also found a few of our AC units had dampers on them- we will make sure they are opened properly.
 - d. The only spaces that tested poorly were the study rooms and the staff area.
 - e. In response they will give us new AC filters for the roof and a quantity of air purifiers with enough filters for 2-3 years.
- E. Initial review of Employee Handbook
 - a. The HR specialist at the Colorado Library Consortium (CLiC) looked over the handbook and then Brenda and Darcy created a draft version taking into account the comments.

- b. Draft changes:
 - i. Took out appendices
 - ii. Changed the definition of full time to be 30 hours
 - iii. Separated Sick Time and PTO based on their recommendations
 - iv. Added section addressing pregnancy
 - v. Added section about "FAMLI" Law

Discussion Items:

- A. Senate Bill SB23-303
 - a. New bill in the CO Legislature that may affect Special Districts
 - b. The bill would decrease funds from property taxes going to special districts, but then the difference would be "backfilled" by TABOR money.
- B. PTO/Sick time
 - a. Initial discussion regarding separation of PTO and Sick time. Brenda to research and re-visit at the next meeting.

Action Items:

- A. Vote on Theft and Vandalism policy reviewed in March
 - a. Vaugh motions to approve, seconded by Barb, all in favor
- B. Vote to accept proposal for parking lot repair by Bobby Fuller of B&M Services not to exceed \$20,000
 - a. Lisa motions to approve, seconded by Garry, all in favor

Adjournment: 7:53 PM

Next board meeting June 21st, 2023 6:15 will include presentation of the 2022 audit