

Pine River Public Library District Board of Trustees

Minutes: January 21, 2026

Call to Order: Lisa Isenberg 5:37 pm

- a. Roll Call: Lisa Isenberg, Lydia Wacasey, Brenda Marshall, Vaughn Morris, Carrie Bergfalk, Randy Burton, Garry Hillyer, Michaela Wilson, Kelly McMurtry
- b. Additions of deletions to Agenda
 1. Add audit contract review to New Business, add and vote on audit contract to Action Items.
 2. Add vote on Board Bylaws to action items

Old Business:

- a. Minutes of December Meeting: A motion was made by Vaughn to approve the Minutes of the December meeting. Randy seconded, and all approved.
- b. Monthly Treasurer's Report – Garry
The library is 2% over expected income and 4% under on expenses. Garry and Brenda met to review the new Ramp payment system. All looks good. Vaughn made a motion to approve the Treasurer's Report. Lisa seconded and all approved.
- c. Proposed increase to 2026 draft budget – Friends of the Library raised more money than expected via Colorado Gives Day and the budget is adjusted accordingly for income and spending for the Local History Corner. PRL's new cyber security and facilities/liability insurance policy for 2026 is more expensive.

New Business:

- a. Public Comment: None
- b. Friends of the Library Report – Friends Board will meet this Friday
- c. PRL staff intro: Kelly McMurtry, PR and Marketing Specialist
- d. Director's Report – Brenda:
 - Things have been shifted around the library to create space for the new Local History Corner. The shelving and workspace have been installed and painting is scheduled to begin.
 - Colorado Gives Day brought over \$14k in donations!
 - New accounts payable system up and running – Ramp
 - Identified policies to be updated in 2026
 - Commitment to offering more free programs
 - We'll offer mobile printing via Princh soon
 - Ancestry.com is live and accessible in the library
 - Paygrade and COLA adjustments were made
 - New health insurance plan began 1/1
- e. Annual Review of Board Bylaws
- f. Insurance – New liability insurance plan. Bundling with workman's comp will reduce cost by 8%
- g. Moving workman's comp to CSD pool
- h. First review of Displays/Exhibits Policy
- i. 2026 Strategic Plan updates
 1. PRL will host a Volunteer and Resources Fair on April 18.

2. Continue work on Local History Corner. Host a Colorado History event on August 1st.

j. Michaela and Brenda met with auditors and set the dates on the calendar.

Discussion Items:

a. Parameters of Ramp approval: 2 levels of in-house approval are required. A level has been added for board member approval. Board recommends setting limit for approvals at 10k or above inline with other policies. Board members can review all purchases at any time. Review the Financial policy at March meeting, and Brenda will check with the other libraries for typical parameters re. approvals policy.

Action Items:

a. Vote on updated 2026 Budget. Vaughn made a motion to approve the 2026 Budget. Garry seconded, and all approved.

b. Vote on resolution and IGA to join Colorado Special District insurance pool. Garry made a motion to on the resolution and IGA to join the CSD insurance pool. Lisa seconded, and all approved.

c. Vote on 2025 auditor contract. Vaughn made a motion to approve the 2025 auditor contract. Carrie seconded, and all approved.

d. Vote to approve amended board bylaws. Lisa made a motion to approve the amended bylaws. Vaughn seconded, and all approved.

Lisa made a motion to adjourn at 6:32 pm

No meeting in February.

Next meeting March 18, 2026; 5:30 pm